

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

**NOTICE IS HEREBY GIVEN THAT A *REGULAR* MEETING OF THE
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS
WILL BE HELD
WEDNESDAY, JUNE 1, 2022 AT 6:30/7:00pm**

**LOCATION: AZALEA HALL
1620 Pickett Road
McKinleyville, California**

Or

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

To participate in person, please come to Azalea Hall.

To participate by teleconference, please use the toll free number listed above, or join through the internet at the Zoom App with weblink and ID number listed above, or the public may submit written comments to the Board Secretary at: comments@mckinleyvillecsd.com up until 4:30 p.m. on Tuesday, May 31, 2022.

All Public Comment received before the above deadline will be provided to the Board at 9 a.m. on Wednesday, June 1, 2022 in a supplemental packet information that will also be posted on the website for public viewing.

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

CLOSED SESSION AGENDA
6:30 p.m.

A. CALL TO ORDER

A.1 Roll Call

A.2 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.*

A.3 Closed Session Discussion

At any time during the regular session, the Board may adjourn to closed session to consider existing or anticipated litigation, liability claims, real property negotiations, license and permit determinations, threats to security, public employee appointments, personnel matters, evaluations and discipline, labor negotiations, or to discuss with legal counsel matters within the attorney-client privilege.

a. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code § 54956.8)**

Property: APN 509-021-045-000

Agency Negotiator: Patrick Kaspari (MCSD General Manager); Michael Colantuono (MCSD Legal Counsel)

Negotiating Parties: Douglas Shaw (American Hospital Management Corp.)

Under Negotiation: Price and Terms of Payment

REGULAR AGENDA

7:00 p.m.

A. CALL TO ORDER

A.1 Report Out of Closed Session

A.2 Roll Call

A.3 Pledge of Allegiance

A.4 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.5 Approval of the Agenda

B. PUBLIC HEARINGS

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

NO PUBLIC HEARING SCHEDULED

C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS

Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District; however, any matter that requires action will

*be referred to staff for a report of action at a subsequent Committee or Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered. **Comments are limited to 3 minutes.** Letters should be used for complex issues.*

D. CONSENT CALENDAR

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

- | | | |
|-----|---|---------------|
| D.1 | Consider Approval of the Minutes of the Board of Directors Regular Meeting on May 4, 2022 and May 7, 2022 Special Meeting | Pg. 7 |
| | Attachment 1 – Draft Minutes from May 4, 2022 | Pg. 8 |
| | Attachment 2 – Draft Minutes from May 7, 2022 | Pg. 12 |
| D.2 | Consider Approval of April 2022 Treasurer’s Report | Pg. 13 |
| D.3 | Compliance with State Double Check Valve (DCV) Law | Pg. 35 |
| D.4 | Reaffirm Resolution 2021-27 Making Finding Pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings | Pg. 37 |
| | Attachment 1 – Resolution 2021-27 | Pg. 39 |
| D.5 | Consider Adoption of Resolution 2022-20 Amending the Rules and Regulations Rule 45.03.b Facility Use Fees and 45.03.c Event Services Fees | Pg. 41 |
| | Attachment 1 – Resolution 2022-20 | Pg. 44 |
| | Attachment 2 – Table of Current Fees to Proposed Fees | Pg. 47 |
| D.6 | Consider Approval to Declare 2002 Ford Taurus Surplus | Pg. 49 |

E. CONTINUED AND NEW BUSINESS

- | | | |
|-----|--|---------------|
| E.1 | Consider Adoption of Resolution 2022-16 Recognizing, Honoring, and Commending Erik Jones for Twenty (20) Years of Service (Action) | Pg. 51 |
| | Attachment 1 – Resolution 2022-16 | Pg. 52 |
| E.2 | Consider Adoption of Resolution 2022-17 Recognizing and Honoring Colleen MR Trask on her Retirement (Action) | Pg. 53 |
| | Attachment 1 – Resolution 2022-17 | Pg. 54 |
| E.3 | Consider Approval of the Right of Entry, Design and Construction Agreement between the Humboldt Skate Park Collective and McKinleyville Community Services District (Action) | Pg. 55 |
| | Attachment 1 – Right of Entry, Design and Construction Agreement between HSPC and MCSD | Pg. 57 |

E.4	FY 2021-22 Budget Review and Potential Amendment (Action)	Pg. 59
	Attachment 1 – FY 2021-22 Budget Revision for the Parks/General Fund	Pg. 61
	Attachment 2 – FY 2021-22 Budget Revision for the Streetlights Fund	Pg. 62
	Attachment 3 – FY 2021-22 Budget Revision for the Water Fund	Pg. 63
E.5	Consider approval of FY 2022-23 Proposed Budget and Approve Resolution 2022-18 Establishing Appropriations Limit (Action)	Pg. 65
	Attachment 1 – Budget for FY 2022-23	Pg. 67
	Attachment 2 – Resolution 2022-18	Pg. 117
E.6	Consider Adoption of Resolution 2022-19, Instituting Stage 2 Water Conservation Measures as Required by Governor’s Executive Order N-7-20 & SWRCB Emergency Regulations (Action)	Pg. 119
	Attachment 1 – Resolution 2022-19	Pg. 122
E.7	Introduction to California CLASS and Discussion of Becoming Members to Joint Powers Agreement (Information)	Pg. 123
	Attachment 1 – California CLASS and Public Trust Advisors Information	Pg. 125
	Attachment 2 – Sample Resolution for Joining the California CLASS Joint Powers Authority	Pg. 133

F. REPORTS

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

F.1 ACTIVE COMMITTEE REPORTS

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

F.2 LEGISLATIVE AND REGULATORY REPORTS

F.3 STAFF REPORTS

- | | |
|---|----------------|
| a. Support Services Department (Colleen M.R. Trask) | Pg. 135 |
| b. Operations Department (James Henry) | Pg. 137 |
| c. Parks & Recreation Department (Lesley Frisbee) | Pg. 143 |
| d. General Manager (Pat Kaspari) | Pg. 149 |
| Attachment 1 – WWMF Monthly Self-Monitoring Report | Pg. 154 |

F.4 PRESIDENT'S REPORT

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

G. ADJOURNMENT

Posted 5:00 pm on May 27, 2022

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

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

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **ACTION**

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

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

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

Recommendation:

Staff recommends the approval of the Minutes of the Board of Directors for the May 4, 2022 Regular Board Meeting and the May 7, 2022 Special Board Meeting.

Discussion:

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

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Draft Minutes from May 4, 2022 Regular Board Meeting
- Attachment 2 – Draft Minutes from May 7, 2022 Special Board Meeting

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, APRIL 6, 2022 AT 6:30/7:00 P.M. IN PERSON AT AZALEA HALL – 1620 PICKETT ROAD, MCKINLEYVILLE, CALIFORNIA and TELECONFERENCE Via ZOOM & TELEPHONE: ZOOM MEETING ID: 859 4543 6653 (<https://us02web.zoom.us/j/85945436653>) and TOLL FREE: 1-888-788-0099

SPECIAL MEETING AGENDA ITEM A. CALL TO ORDER:

A.1 Roll Call: The special session of the Board of Directors of McKinleyville Community Services District convened at 6:36 p.m. with the following Directors and staff in attendance in person at Azalea Hall:

- | | |
|--|------------------------------|
| David Couch, President | Pat Kaspari, General Manager |
| Joellen Clark-Peterson, Vice President | April Sousa, Board Secretary |
| Scott Binder, Director | Joseph Blaine, IT Specialist |
| Greg Orsini, Director | |
| Dennis Mayo, Director (via Zoom) | |

A.2 PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

None

A.3 CLOSED SESSION DISCUSSION:

The Board entered into Closed session at 6:37 p.m. to discuss the following items:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code § 54954.5 and 54957)
Title: General Manager—Patrick Kaspari

REGULAR MEETING AGENDA ITEM A. CALL TO ORDER:

A.1 Report Out of Closed Session

There was no reportable action from the Closed Session.

A.2 Roll Call: The regular session of the Board of Directors of McKinleyville Community Services District convened at 7:04 p.m. with the following Directors and staff in attendance in person at Azalea Hall:

- | | |
|--|---|
| David Couch, President | Pat Kaspari, General Manager |
| Joellen Clark-Peterson, Vice President | April Sousa, Board Secretary |
| Scott Binder, Director | Joseph Blaine, IT Specialist |
| Greg Orsini, Director | Colleen Trask, Finance Director |
| Dennis Mayo, Director (via Zoom) | Nicole Alvarado, Incoming Finance Director |
| | Lesley Frisbee, Parks & Recreation Director |
| | James Henry, Operations Director |

A.3 Pledge of Allegiance: The Pledge of Allegiance was led by Director Orsini.

A.4 Additions to the Agenda: Item E.1, Temporary Installation of Pump Track at Property Designated for Skate Park, was removed from the agenda.

A.5 Approval of the Agenda:

Motion: It was moved to approve the agenda as amended.

Motion by: Director Clark-Peterson; **Second:** Director Orsini

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Clark-Peterson, Mayo, Orsini, and Couch Nays: None Absent: None

Motion Summary: Motion Passed

AGENDA ITEM B. PUBLIC HEARINGS:

B.1 Conduct Public Hearing for the Annual Levy of Assessments (Fiscal Year 2022/2023) for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities.

Consider Adopting Resolution 2022-13 Amending and/or Approving the Final Engineer’s Annual Levy Report for the Measure B Maintenance Assessment District - Renewal for Parks, Open Space, and Recreational Facilities for Fiscal Year 2022/2023

Consider Adopting Resolution 2022-14 Ordering the Levy and Collection of Assessments within the Measure B Maintenance Assessment District - Renewal for Parks, Open Space, and Recreational Facilities for Fiscal Year 2022/2023

President Couch opened the public hearing at 7:08 p.m.

Recreation Director Frisbee opened with a review of the item.

There was no public comment.

The public hearing closed at 7:12 p.m.

Motion: It was moved to adopted Resolutions 2022-13 and 2022-14.

Motion by: Director Orsini; **Second:** Director Binder

Roll Call: Ayes: Binder, Clark-Peterson, Mayo, Orsini, and Couch Nays: None Absent: None

Motion Summary: Motion Passed

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

David Baldosser brought cookies for the Board as a thank you.

Chad Sefcik suggested the Boys and Girls Club paint the gazebo at Pierson Park, and possibly other locations, due to excessive graffiti.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on April 6, 2022

D.2 Consider Approval of March 2022 Treasurer’s Report

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

D.4 Reaffirm Resolution 2021-27 Making Findings Pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings

D.5 Consider Approval of Hiller Sports Complex Facility Use Agreement Contracts between MCSD and the Mad River Youth Soccer League (MRYSL)

D.6 Adopt Proclamation: May 1-7, 2022 Professional Municipal Clerks Week

D.7 Review the McKinleyville Skatepark Quarterly Project Status Update

D.8 Consider Approval of 2021 Consumer Confidence Report (CCR)

D.9 Consider Approval of Resolution 2022-15 Supporting Assembly Concurrent Resolution No. 180 and Proclaiming May 15-22, 2022 Special Districts Week

Motion: It was moved to approve the Consent Calendar.

Motion by: Director Orsini; **Second:** Director Clark-Peterson

Roll Call: Ayes: Binder, Clark-Peterson, Orsini, and Couch Nays: None Absent: None

Unable to Vote Due to Tech Issues: Mayo

Motion Summary: Motion Passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.2 Central Avenue Water & Sewer Mainline Rehabilitation Project, Basis of Design Report

Staff opened the item and then asked Nathan Stevens from GHD to give a presentation to the Board. The Board asked clarifying questions. There were no comments from the public.

This was an informational only item; no action taken.

E.3 Review Operations DRAFT Budget for Water, Wastewater, and Streetlights Funds FY 2022-23

Finance Director Alvarado opened the item up for discussion. The Board provided comments and asked clarifying questions. There were no comments from the Public.

This was an informational only item; no action taken.

E.4 Humboldt Local Agency Formation Commission (LAFCo) Official Ballot Selection

Board Secretary Sousa gave an overview of the item. President Couch recused himself from this item. Vice President Clark-Peterson led the Board on this item.

Motion: Vote for David Couch as the regular member of Humboldt LAFCo.

Motion by: Director Mayo **Second:** Director Binder

Roll Call: Ayes: Binder, Mayo, Orsini, and Clark-Peterson Nays: None Absent: Couch

Motion Summary: Motion Passed

Motion: Vote for David Couch as the alternate member of Humboldt LAFCo.

Motion by: Director Orsini **Second:** Director Mayo

Roll Call: Ayes: Binder, Mayo, Orsini, and Clark-Peterson Nays: None Absent: Couch

Motion Summary: Motion Passed

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Parks and Recreation Committee (Binder/Clark-Peterson):** Nothing further to report from Director Frisbee's report.
- b. **Area Fund (John Kulstad/Clark-Peterson):** Did not meet.
- c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Nothing to report. Director Clark-Peterson asked if Director Mayo might be able to be placed as an alternate director so that he may vote when needed at these meetings. Director Binder stated he is available to stay as the alternate and take over as needed during Director Clark-Peterson's absences.
- d. **McKinleyville Senior Center Advisory Council (Binder/Clark-Peterson):** The Board did not meet but will be meeting in June. He mentioned other meetings that he attended on behalf of the Senior Center.

- e. **Audit and Finance (Orsini/Couch):** Did not meet.
- f. **Employee Negotiations (Couch/Mayo):** Did not meet.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Director Orsini reported on the most recent meeting.
- h. **Local Agency Formation Commission (Couch):** Did not meet.
- i. **Environmental Matters Committee (Couch/Clark-Peterson):** Did not meet.
- j. **Ad Hoc Community Forest Committee (Mayo/Orsini):** Directory Orsini noted a future meeting to look at the southern access.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Director Orsini has a CSDA Legislative meeting coming up and he will report out after that meeting.

F.3 STAFF REPORTS

- a. **Support Services Department (Nicole Alvarado/Colleen M.R. Trask):** Finance Director Trask highlighted the lock process for the month of April. Director Orsini commended the staff on their work with customer payments.
- b. **Operations Department (James Henry):** Operations Director James Henry had nothing further to add to his written report.
- c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director Lesley had nothing further to add to her written report
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari reminded the Board of the Board Director's Retreat on May 7, 2022. Director Orsini asked for clarification on the cost savings of the manhole repairs. Operations Director Henry explained how this number was calculated.

F.4 PRESIDENT'S REPORT: President Couch noted the 50th Anniversary of the Clean Water Act.

F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS: President Couch gave County Supervisor Madrone the opportunity to speak. Supervisor Madrone had nothing to report.

G. ADJOURNMENT:

Meeting Adjourned at 8:16p.m.

April Sousa, MMC, Board Secretary

MINUTES OF THE SPECIAL MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON SATURDAY, MAY 7, 2022 AT 9:00 A.M. IN PERSON AT THE MCKINLEYVILLE TEEN AND COMMUNITY CENTER, 1685 GWIN ROAD, MCKINLEYVILLE, CALIFORNIA

AGENDA ITEM A. CALL TO ORDER:

A.1 Roll Call: The special session of the Board of Directors of McKinleyville Community Services District convened at 9:00 a.m. with the following Directors and staff in attendance in person at the McKinleyville Teen Center:

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

Pat Kaspari, General Manager
April Sousa, Board Secretary
Lesley Frisbee, Parks & Recreation Director

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

A.3 Approval of the Agenda:

Motion: It was moved to approve the agenda as delivered.

Motion by: Director Orsini; **Second:** Director Mayo

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Clark-Peterson, Mayo, Orsini, and Couch Nays: None Absent: None

Motion Summary: Motion Passed

AGENDA ITEM B. PUBLIC HEARINGS:

None.

AGENDA ITEM C. BOARD DEVELOPMENT:

Recreation Director Frisbee facilitated the Board Retreat. She reviewed the agenda, expectations, and outcomes of the retreat. The Board participated in team building exercises.

AGENDA ITEM D. STRATEGIC PLAN REVIEW/REVISION:

The mission and vision statements of MCSD were discussed, and the Board was able to express, in their own words, how they understand the mission and vision statements in order to share with others.

The shared values were discussed. In 2019, these values were determined to be: integrity, responsibility, family, and fairness. Changes to the understanding of these values were discussed.

Recreation Director Frisbee reviewed each strategic plan goal, staff comments, and timelines. The Board discussed each goal and suggested revisions of timeline and action plan items.

Discussion took place around the joint meeting between MCSD and the McKinleyville Municipal Advisory Committee (McMAC) planned for October. It was noted that the Board needed to know what topics of discussion that the McMAC had in order to decide if there was value with moving forward with the meeting.

E. ADJOURNMENT:

Meeting Adjourned at 1:26 p.m.

April Sousa, MMC, Board Secretary

**McKinleyville Community Services District
Treasurer's Report
April 2022**

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Page 13	Cash Disbursement Report

Ratios

as of April 30, 2022

- Utility Accounts Receivable Turnover Days	20
- YTD Breakeven Revenue, Water Fund:	\$ 2,291,641
- YTD Actual Water Sales:	\$ 3,315,629
- Days of Cash on Hand-Operations Checking/MM	136

**McKinleyville Community Services District
Investments & Cash Flow Report
as of April 30, 2022**

Petty Cash & Change Funds		9,197.46
<u>Cash</u>		
Operating & Money Market - Beginning Balance		2,503,723.73
Cash Receipts:		
Utility Billings & Other Receipts	778,948.36	
Money Market Account Interest	14.86	
Transfers from County Funds #2560, #4240, CalTRUST, Meas. B	-	
Other Cash Receipts (Grants/Other Receivables)	-	
Total Cash Receipts	<u>778,963.22</u>	778,963.22
Cash Disbursements:		
Transfers to County Funds #2560, #4240, CalTRUST	-	
Payroll Related Expenditures (incl. CalPERS UAL pmt)	(267,054.24)	
Debt Service	(68,248.35)	
Capital & Other Expenditures	(405,970.89)	
Total Cash Disbursements	<u>(741,273.48)</u>	(741,273.48)
Operating & Money Market - Ending Balance		<u>2,541,413.47</u>
Total Cash		<u>2,550,610.93</u>
<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	139,080.59	
Interest Income	109.60	
LAIF - Ending Balance		<u>139,190.19</u>
Humboldt Co. #2560 - Beginning Balance	2,549,274.18	
Property Taxes and Assessments	412,894.85	
Transfer to/from Operating Cash	-	
Interest Income (net of adjustments)	3,271.58	
Humboldt Co. #2560 - Ending Balance		<u>2,965,440.61</u>
Humboldt Co. #4240 - Beginning Balance	3,441,347.48	
Transfer to/from Operating Cash	-	
Transfer to/from Biosolids Reserve	-	
Interest Income	3,613.50	
Humboldt Co. #4240 - Ending Balance		<u>3,444,960.98</u>
Humboldt Co. #9390 - Beginning Balance	663,032.08	
Reserves Recovery Deposits/Other Bal Withdrawals	-	
Humboldt Co. #9390 - Ending Balance		<u>663,032.08</u>
USDA Bond Reserve Fund - Beginning Balance	133,606.54	
Bond Reserve Payment/Transfer to Service Fund	4,255.41	
Debt Service Payment, Principal/Interest (Net)	-	
Interest Adjustment	0.57	
USDA Bond Reserve Fund - Ending Balance		<u>137,862.52</u>
Market Valuation Account		20,433.34
BNY COPS Series A & B - Beginning Balance	8,665,906.72	
Bond Principal Total (Series A & B)	-	
Bond Draws for Capital Projects	-	
Bond Reserve Payment/Transfer to Service Fund	-	
Debt Service Payment, Principal/Interest (Net)	-	
Bond Earned Interest	-	
BNY COPS Series A & B - Ending Balance		<u>8,665,906.72</u>
CalTRUST - Beginning Balance	10,317,111.49	
Net Transfer to/from Designated Reserves: PERS/OPEB	-	
Net Transfer to/from Capacity Fees/Catastrophe/Other Reserves	-	
Net: Interest Income/Unrealized Gain/Loss	(53,639.19)	
CalTRUST - Ending Balance		<u>10,263,472.30</u>
Total Investments		<u>26,300,298.74</u>
Total Cash & Investments - Current Month		28,850,909.67
Total Cash & Investments - Prior Month		<u>28,442,713.61</u>
Net Change to Cash & Investments This Month		<u>408,196.06</u>
<u>Cash & Investment Summary</u>		
Cash & Cash Equivalents		28,087,408.21
Davis-Grunsky Loan Reserve		625,638.94
USDA Bond Reserve		<u>137,862.52</u>
Total Cash & Investments		<u>28,850,909.67</u>

McKinleyville Community Services District
 Consolidated Balance Sheet by Fund
 as of April 30, 2022

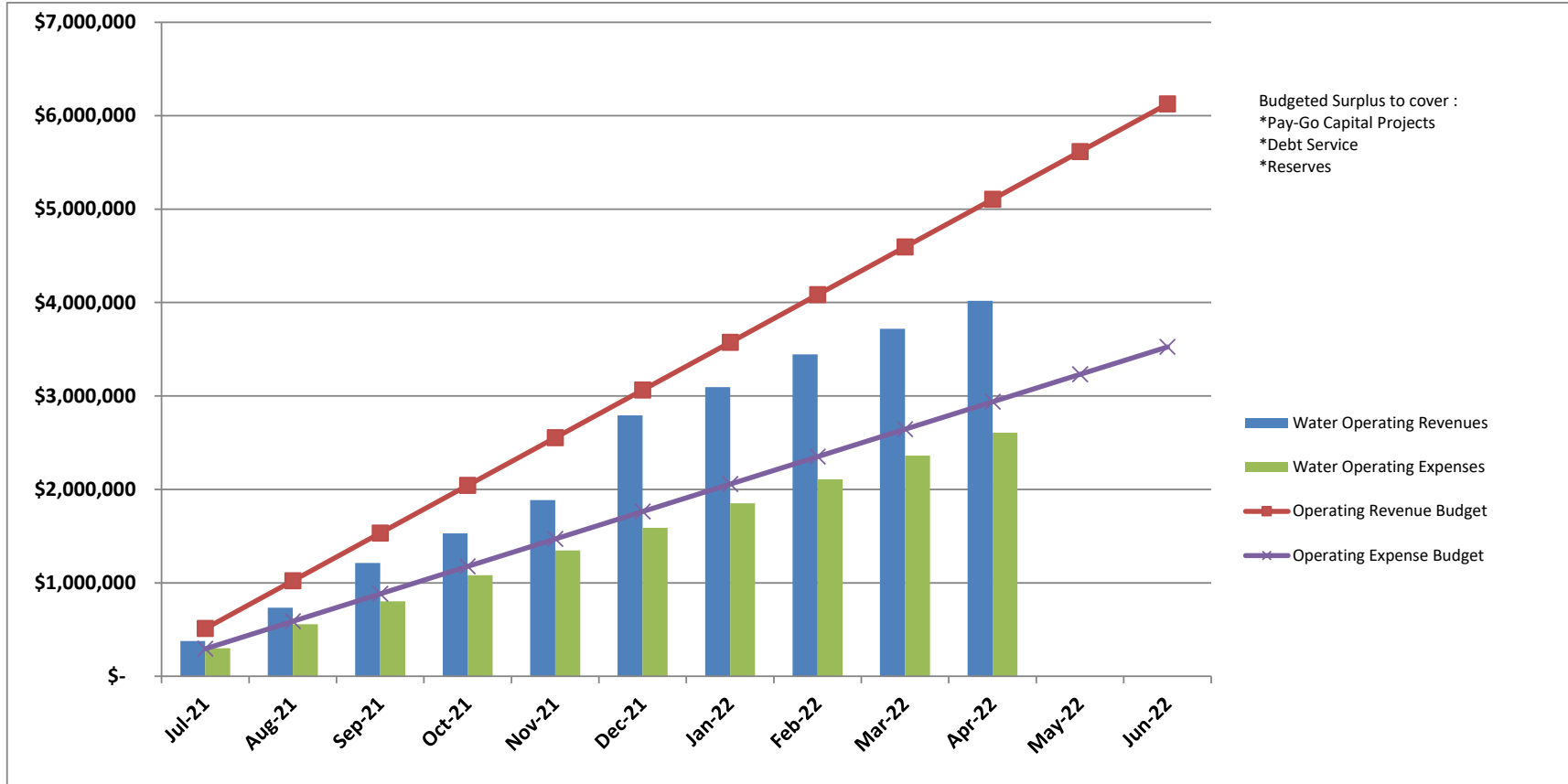
	Governmental Funds			Proprietary Funds		Total (Memorandum Only)
	Parks & General	Measure B	Streetlights	Water	Wastewater	
ASSETS						
Current Assets						
Unrestricted cash & cash equivalents	\$ 1,263,255.37	\$ (446,469.06)	\$ 109,091.30	\$ 9,012,678.98	\$ 9,655,822.88	\$ 19,594,379.47
Accounts receivable	3,555.72	-	4,052.52	770,189.32	3,948,524.96	4,726,322.52
Prepaid expenses & other current assets	5,840.90	2,206.61	842.31	100,274.96	41,293.16	150,457.94
Total Current Assets	1,272,651.99	(444,262.45)	113,986.13	9,883,143.26	13,645,641.00	24,471,159.93
Noncurrent Assets						
Restricted cash & cash equivalents	210,368.26	-	-	5,396,581.01	4,032,827.17	9,639,776.44
Other noncurrent assets	-	-	-	934,412.53	957,510.60	1,891,923.13
Capital assets (net)	-	-	-	8,196,999.24	30,677,367.40	38,874,366.64
Total Noncurrent Assets	210,368.26	-	-	14,527,992.78	35,667,705.17	50,406,066.21
TOTAL ASSETS	\$ 1,483,020.25	\$ (444,262.45)	\$ 113,986.13	\$ 24,411,136.04	\$ 49,313,346.17	\$ 74,877,226.14
LIABILITIES & FUND BALANCE/NET ASSETS						
Current Liabilities						
Accounts payable & other current liabilities	\$ 80,003.42	\$ 1,181.74	\$ 688.32	\$ 360,142.34	\$ 312,675.90	\$ 754,691.72
Accrued payroll & related liabilities	103,360.49	-	-	65,954.97	66,239.28	235,554.74
Total Current Liabilities	183,363.91	1,181.74	688.32	426,097.31	378,915.18	990,246.46
Noncurrent Liabilities						
Long-term debt	-	-	-	6,292,735.70	20,658,303.80	26,951,039.50
Other noncurrent liabilities	-	-	-	4,827,516.42	4,933,821.19	9,761,337.61
Total Noncurrent Liabilities	-	-	-	11,120,252.12	25,592,124.99	36,712,377.11
TOTAL LIABILITIES	183,363.91	1,181.74	688.32	11,546,349.43	25,971,040.17	37,702,623.57
Fund Balance/Net Assets						
Fund balance	(2,783,893.00)	(445,444.19)	113,297.81	-	-	(3,116,039.38)
Net assets	4,083,549.34	-	-	10,960,523.07	13,323,242.40	28,367,314.81
Investment in capital assets, net of related debt	-	-	-	1,904,263.54	10,019,063.60	11,923,327.14
Total Fund Balance/Net Assets	1,299,656.34	(445,444.19)	113,297.81	12,864,786.61	23,342,306.00	37,174,602.57
TOTAL LIABILITIES & FUND BALANCE/NET ASSETS	\$ 1,483,020.25	\$ (444,262.45)	\$ 113,986.13	\$ 24,411,136.04	\$ 49,313,346.17	\$ 74,877,226.14
Difference in Reclass from Cap Assets to Net Assets:						
Investment in General Capital Assets	\$ 3,666,553.81					
General Long-term Liabilities						
Meas. B Loan: Teen/Community Center	823,539.00			Non-debt Long-term Liabilities (included in Other Non-current Liabilities above)		
OPEB Liability	3,291,932.47			OPEB Liability	3,366,092.45	10,010,084.99
CalPERS Pension Liability/Deferred Inflows-Outflows	719,001.05			CalPERS Pension Liability	754,383.21	2,299,309.00
Accrued Compensated Absences	66,454.84					
TOTAL GENERAL LONG-TERM LIABILITIES	\$ 4,900,927.36					

**McKinleyville Community Services District
Activity Summary by Fund, Approved Budget
April 2022**

Department Summaries	April	% of Year 83.33% YTD	Approved YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
Water						
Water Sales	296,941	3,315,629	3,492,124	(176,495)	-5.05%	
Other Revenues	1,835	702,628	1,612,266	(909,638)	-56.42%	Includes YTD Capacity Fees \$210,925 Contrib.Construction \$0, Grants \$0 Includes CalTRUST unrealized gain/(loss) - unrealized loss of \$21,102.
Total Operating Revenues	298,775	4,018,257	5,104,390	(1,086,133)	-21.28%	
Salaries & Benefits	58,376	775,583	939,293	(163,710)	-17.43%	Budget spread evenly across 12 months, but actuals vary by schedule
Water Purchased	99,838	1,017,982	962,063	55,919	5.81%	
Other Expenses	52,747	482,219	702,664	(220,445)	-31.37%	Budget spread evenly across 12 months, but actuals vary by project & expenditure
Depreciation	33,333	330,247	333,333	(3,086)	-0.93%	
Total Operating Expenses	244,293	2,606,031	2,937,353	(331,322)	-11.28%	
Net Operating Income	54,482	1,412,226	2,167,037	(1,417,455)		
Interest Income	3,559	24,396	41,667	(17,271)	-41.45%	Interest rates lower than anticipated.
Interest Expense	(25,076)	(177,865)	(84,262)	93,603	111.09%	Water Fund 2021A COPs Issuance Exp - not anticipated in FY21-22 Budget
Net Income (Loss)	32,965	1,258,757	2,124,442	(865,685)		
Wastewater						
Wastewater Service Charges	325,150	3,352,210	3,484,792	(132,582)	-3.80%	
Other Revenues	13,002	1,648,801	1,858,432	(209,631)	-11.28%	Includes YTD Capacity Fees \$345,411 Contrib.Construction \$0, Grants \$869,058 Includes CalTRUST unrealized gain/(loss), & 2021B COPs issue premium
Total Operating Revenues	338,152	5,001,011	5,343,224	(342,213)	-6.40%	
Salaries & Benefits	88,227	999,340	987,628	11,712	1.19%	
Other Expenses	62,082	635,535	920,671	(285,136)	-30.97%	Budget spread evenly across 12 months, but actuals vary by project & expenditure
Depreciation	102,083	1,015,414	1,020,833	(5,419)	-0.53%	
Total Operating Expenses	252,392	2,650,289	2,929,132	(278,843)	-9.52%	
Net Operating Income	85,760	2,350,722	2,414,092	(63,370)		
Interest Income	6,354	43,854	62,500	(18,646)	-29.83%	Interest rates lower than anticipated.
Interest Expense	(34,434)	(355,644)	(219,173)	136,471	62.27%	Wastewater Fund 2021B COPs Issuance Exp - not anticipated in FY21-22 Budget
Net Income (Loss)	57,680	2,038,932	2,257,419	(218,487)		
Enterprise Funds Net Income (Loss)	90,645	3,297,689	4,381,861	(1,084,172)		

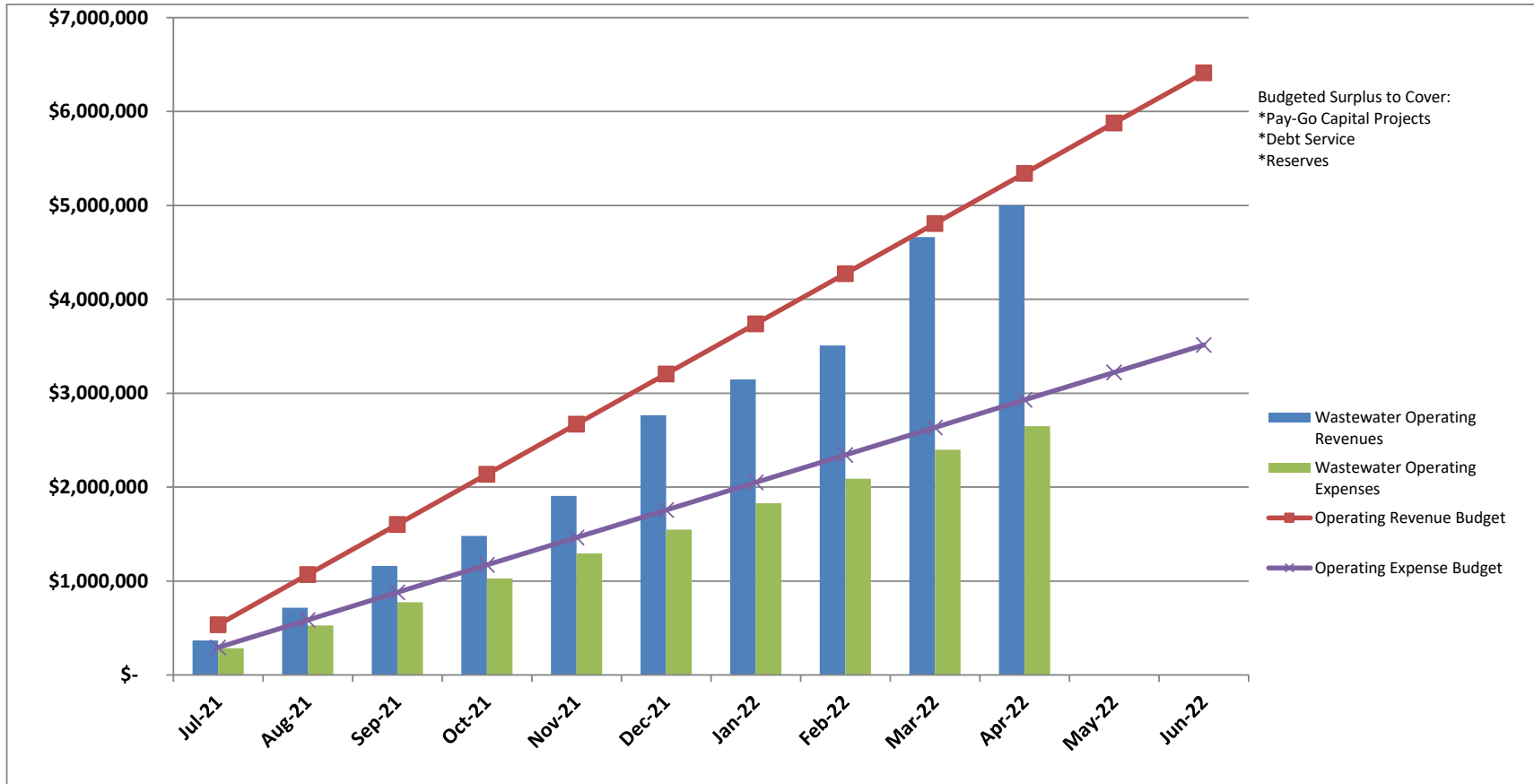
McKinleyville Community Services District April 2022

Comparison of Water Fund Operating Revenues & Expenses to Budget



McKinleyville Community Services District April 2022

Comparison of Wastewater Fund Operating Revenues & Expenses to Budget

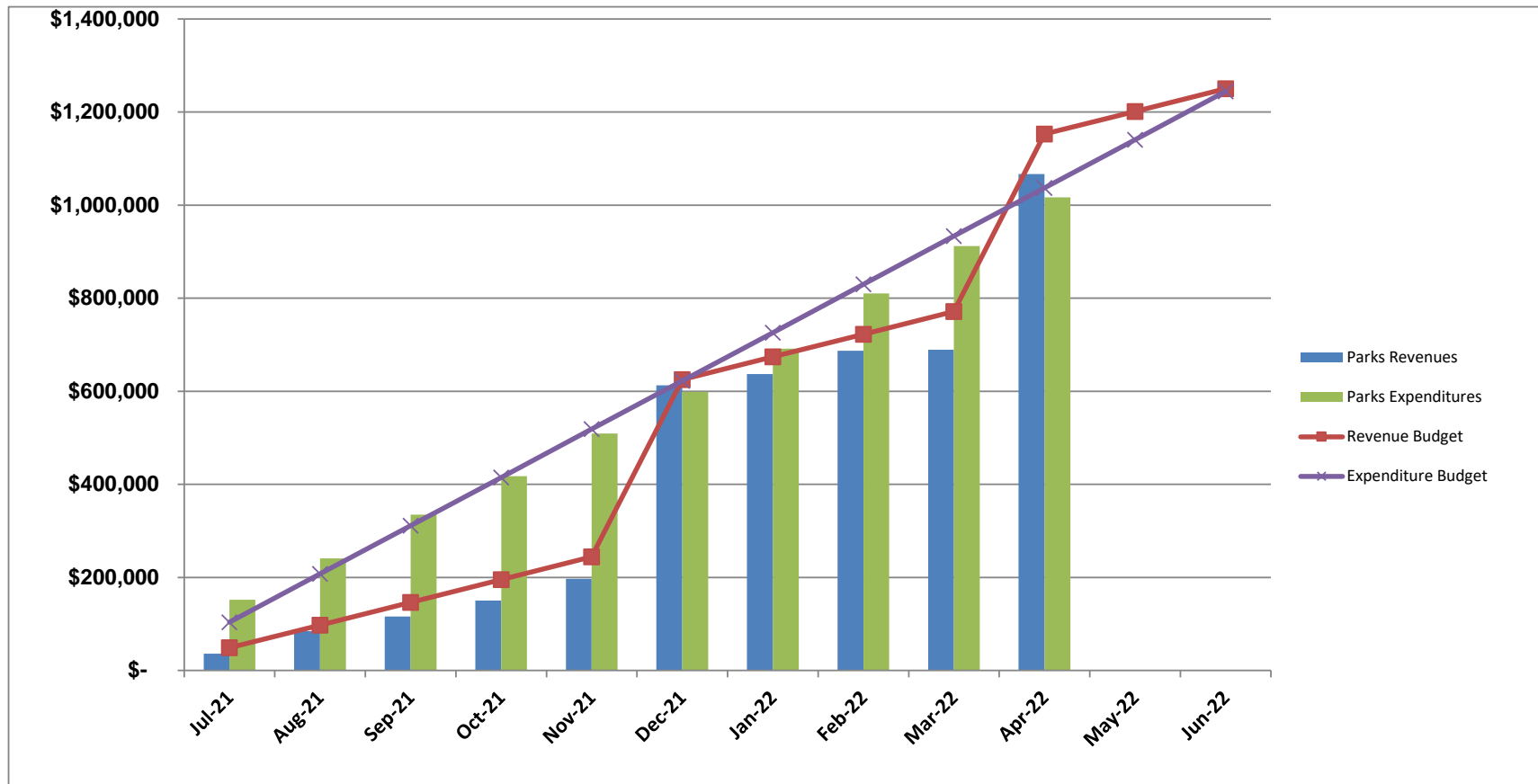


**McKinleyville Community Services District
Activity Summary by Fund, Approved Budget
April 2022**

	April	% of Year 83.33% YTD	Approved YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
Department Summaries						
*Parks & Recreation						
Program Fees	36,658	167,410	201,900	(34,490)	-17.08%	Budget spread evenly across 12 months, but actuals vary by schedule
Rents & Facility Related Fees	3,879	65,869	42,268	23,601	55.84%	More facility rentals than anticipated in budget
Property Taxes	333,704	741,335	554,020	187,315	33.81%	Actuals now available, correction of estimate posted in December
Other Revenues	(868)	85,662	214,492	(128,830)	-60.06%	Budget spread evenly across 12 months, but actuals vary by schedule
Interest Income	3,927	6,257	29,167	(22,910)	-78.55%	Net of an unrealized loss on CalTrust balances
Total Revenues	377,300	1,066,533	1,041,847	24,686	2.37%	
Salaries & Benefits	74,454	778,756	730,296	48,460	6.64%	
Other Expenditures	29,950	205,307	205,100	207	0.10%	
Capital Expenditures	-	32,528	101,667	(69,139)	-68.01%	Budget spread evenly across 12 months, but actuals vary by project schedule
Total Expenditures	104,405	1,016,590	1,037,063	(20,473)	-1.97%	
Excess (Deficit)	272,896	49,942	4,784	45,158		
*Measure B Assessment						
Total Revenues	79,953	221,884	187,503	34,381	18.34%	Actuals now available, correction of estimate posted in December FY21-22 Tax Receipts are estimated based on MCSD Budget
Salaries & Benefits	2,724	68,632	48,963	19,669	40.17%	Budget spread evenly across 12 months; actuals vary by maintenance schedule
Other Expenditures	1,182	26,729	60,057	(33,328)	-55.49%	Budget spread evenly across 12 months, but actuals vary seasonally
Capital Expenditures/Loan Repayment	-	63,147	78,062	(14,915)	-19.11%	Budget is spread evenly across 12 months. Loan prmts are October & April
Total Expenditures	3,906	158,508	187,082	(28,574)	-15.27%	
Excess (Deficit)	76,047	63,376	421	62,955		
*Street Lights						
Total Revenues	11,029	102,194	99,530	2,664	2.68%	
Salaries & Benefits	3,615	32,318	42,001	(9,683)	-23.06%	Budget spread evenly across 12 months; actuals vary by maintenance schedule
Other Expenditures	3,567	31,178	32,729	(1,551)	-4.74%	
Capital Expenditures/Loan Repayment	-	-	39,167	(39,167)	-100.00%	Budget spread evenly across 12 months, but actuals vary by project
Total Expenditures	7,182	63,496	113,897	(50,401)	-44.25%	
Excess (Deficit)	3,846	38,698	(14,367)	(53,065)		
Governmental Funds Excess (Deficit)	352,789	152,017	(9,162)	161,179		

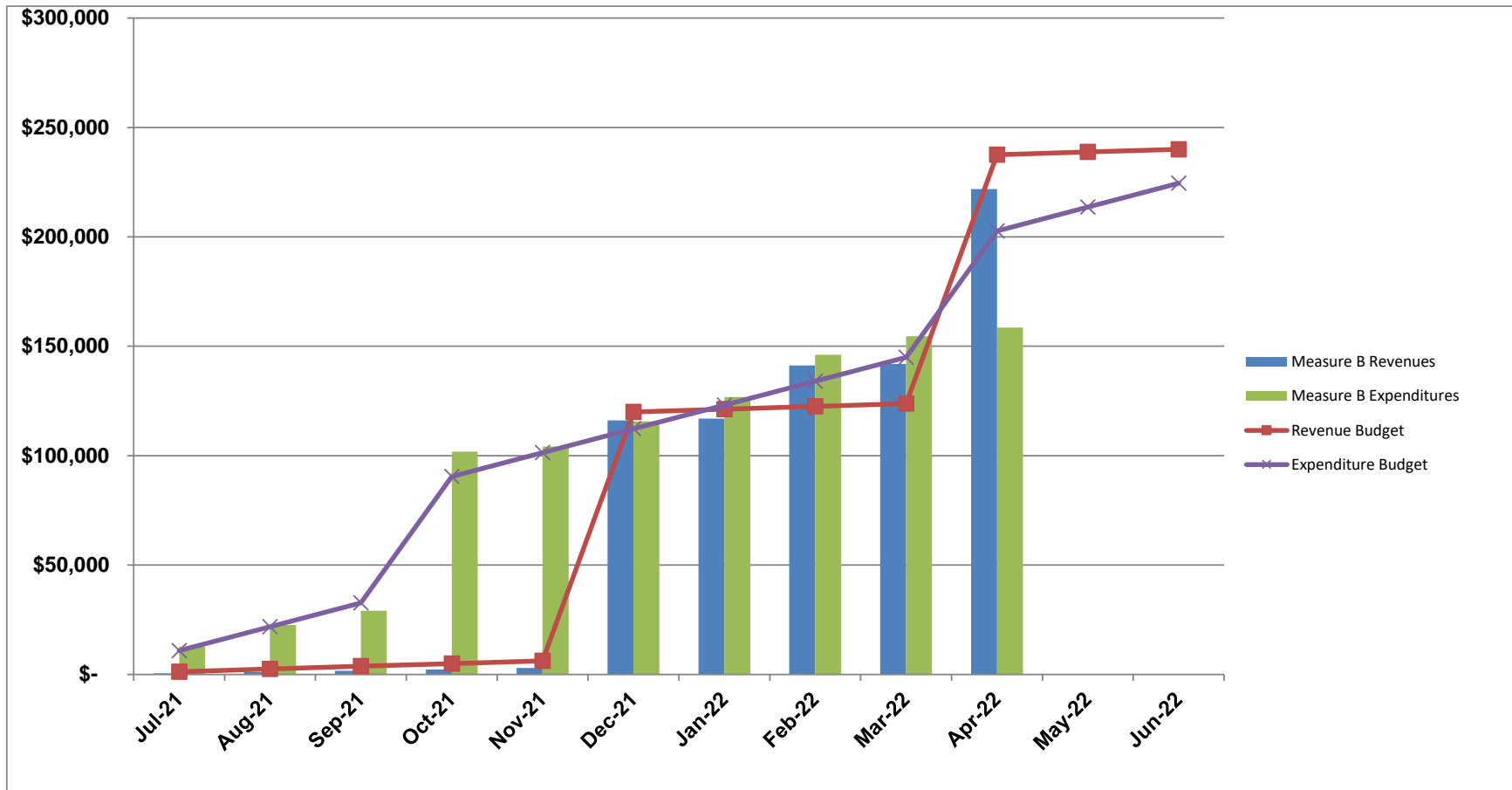
McKinleyville Community Services District April 2022

Comparison of Parks & Recreation Total Revenues & Expenditures to Budget



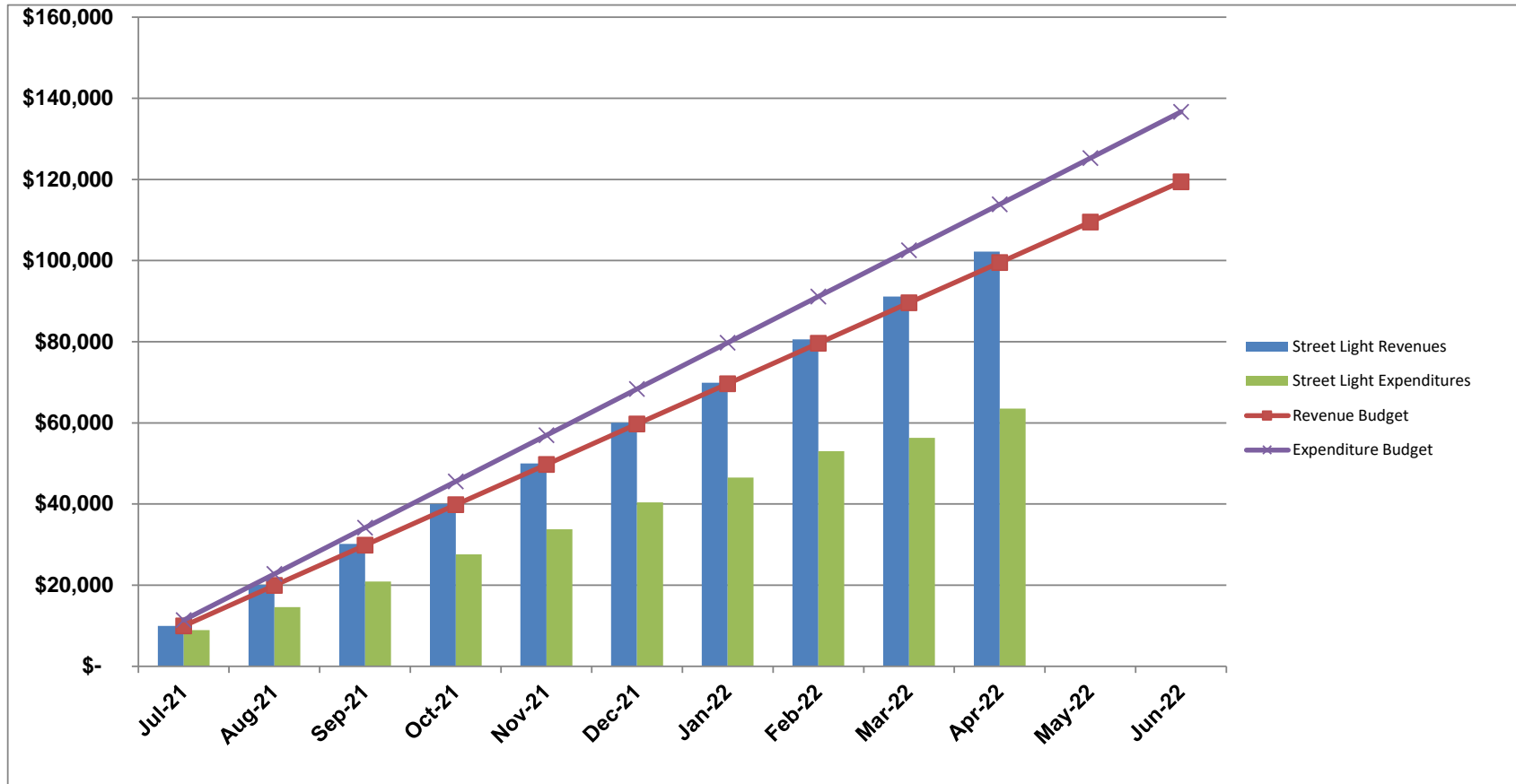
McKinleyville Community Services District April 2022

Comparison of Measure B Fund Total Revenues & Expenditures to Budget



**McKinleyville Community Services District
April 2022**

Comparison of Street Light Fund Total Revenues & Expenditures to Budget



**McKinleyville Community Services District
Capital Expenditure Report
as of April 30, 2022**

	April	YTD	FY 21-22	Remaining		Notes
		Total	Budget	Budget \$	Budget %	
Water Department						
Ramey Pump Upgrades	-	-	-	-	#DIV/0!	
Water Tank Painting	-	-	500,000	500,000	100%	Water Tank Painting & Cathodic
4.5m New Water Tank	6,830	41,774	4,132,000	4,090,226	99%	Drilling, LACO Assoc.
Production Meter Replacements	-	-	8,000	8,000	100%	Production Meter Replacement
McCluski Tank3 Replace Roof Vents	-	-	6,000	6,000	100%	McCluski Tank3 Replace Roof Vents
Emergency Generator-Cochran	-	-	50,000	50,000	100%	CochranEmergency Generator
Fire Hydrant System Upgrade	-	-	7,000	7,000	100%	Fire Hydrant System Upgrade
Blake Station Upgrades	-	6,619	8,000	1,381	17%	Blake Station Upgrades
Digital Control & Radio Telemetry Upgrade	-	-	10,000	10,000	100%	Radio Telemetry upgrade
Water Main Rehab & Replacement	22,880	110,577	1,000,000	889,423	89%	Water Main Rehab
Property Purchase- Tank Site	-	-	-	-	#DIV/0!	Property Purch/Imprv.Tank Site
Subtotal	29,709	158,970	5,721,000	5,562,030	97%	
Wastewater Department						
Sewer Main Rehab & Replacement	80,629	162,709	1,000,000	837,291	84%	Sewer Main Rehab
WWMF Sludge Disposal - next	-	777,012	240,000	(537,012)	-224%	Sludge handling/disposal
WWMF Recirculation Valve Replacement	-	6,512	15,000	8,488	57%	Recirculation Valve replacemnt
WWMF Pond Armoring	-	49,300	51,000	1,700	3%	WWMF Pond Armoring
WWMF Secondary Effluent Motor	-	-	6,000	6,000	100%	WWMF Secondary Effluent Motor
Collection Upgrades-UndercrossingsProj	-	14,666	1,149,000	1,134,334	99%	Collection System upgrades
Fischer Lift Station Generator	-	-	40,000	40,000	100%	Fischer Lift Stn Generator
Solar Project - CWSRF Grant/Loan	32,735	2,344,214	3,500,000	1,155,786	33%	WWMF Solar Project
WWMF - CEQA/ NPDES Permit	-	-	55,000	55,000	100%	NPDES Permit Project
Underground pipe locator & camera	-	-	5,000	5,000	100%	Underground pipe locator & came
WWMF Lab Cabinets	334	8,918	10,000	1,082	11%	WWMF Lab Cabinets
Subtotal	113,697	3,363,330	6,071,000	2,707,670	45%	
Water & Wastewater Operations						
Heavy Equipment	-	38,734	150,000	111,266	74%	backhoe, aircompressor
Utility Vehicles	-	43,184	42,000	(1,184)	-3%	CCTV truck, 3/4 or 1-ton Pickup
Office, Corporate Yard & Shops	-	-	75,000	75,000	100%	Facilities upgrade/sealcoat
Computers & Software	-	5,019	19,000	13,981	74%	Server, PCs, GIS/SEMS/CADD
Fischer Ranch - Reclamation Site Upgrade (tree fa	1,040	66,410	100,000	33,590	34%	Match to 3rd party grant funding
Fischer Ranch - Barn & Fence upgrades, Irrig	1,593	23,234	80,000	56,766	71%	Barn/ house/ fence, Irrig. pipe, Un
Property behind main office - purchase	-	-	400,000	400,000	100%	Purch property behind main offc
Small Equipment & Other	-	-	40,000	40,000	100%	Misc,response, & GPS surveying
Subtotal	-	176,580	906,000	729,420	81%	
Enterprise Funds Total	146,039	3,698,880	12,698,000	8,999,120	71%	
Parks & Recreation Department						
Pierson Park - Landscaping & signage	-	-	8,000	8,000	100%	Pierson Pk-Landscape & signage
Azalea Hall Projects	-	-	6,000	6,000	100%	Major appliance replacemnt
McKinleyville Activity Center Upgrades	-	-	85,000	85,000	100%	Flooring replacement
Law Enforcement Facility Improvements	-	-	10,000	10,000	100%	LEF flooring/Library Carpet
Projects Funded by Quimby/Grants/ Other	-	-	505,000	505,000	100%	CommForest,SkatePk,LandAcq
Other Parks Projects & Equipment	-	32,528	8,000	(24,528)	-307%	Utility truck from Ops?
Subtotal	-	32,528	622,000	589,472	95%	
Streetlights						
LED Repairs	-	-	7,000	7,000	100%	
Pole Inspection	-	-	40,000	40,000	100%	Pole Inspection/Replacement
Subtotal	-	-	47,000	47,000	100%	
Governmental Funds Total	-	32,528	669,000	636,472	95%	
All Funds Total	146,039	3,731,408	13,367,000	9,635,592	72%	

**McKinleyville Community Services District
Summary of Long-Term Debt Report
as of April 30, 2022**

**Principal Maturities and
Scheduled Interest**

				Maturity	Balance- Mar	Balance- Apr		
	%	Date			31, 2022	30, 2022	FY-22	Thereafter
Water Fund:								
I-Bank		8/1/30	P		527,704.77	527,704.77	-	527,704.79
Interest	3.37%		I				-	83,950.11
State of CA Energy Commission (ARRA)		12/22/26	P		60,575.24	60,575.24	5,923.37	54,651.66
Interest	1.0%		I				302.05	1,376.83
State of CA (Davis Grunsky)		1/1/33	P		1,182,074.72	1,182,074.72	-	1,182,074.72
State of CA (Davis Grunsky) Deferred Interest		1/1/33	P		187,380.97	187,380.97	-	187,380.97
Interest	2.5%		I				15,799.77	184,599.31
COPS - Series 2021A, Water Fund		8/1/51	P		4,335,000.00	4,335,000.00	-	4,335,000.00
Interest	2.93%	8/1/51	I		-	-	-	2,724,548.61
Total Water Fund-Principal					6,292,735.70	6,292,735.70	5,923.37	6,286,812.14
Total Water Fund-Interest							16,101.82	2,994,474.86
Total Water Fund					6,292,735.70	6,292,735.70	22,025.19	9,281,287.00
Wastewater Fund:								
WWMF SRF Loan		7/31/47	P		14,012,514.71	14,012,514.71	-	14,473,509.30
Interest	1.6%		I				-	3,226,319.37
Chase Bank (Pialorsi Property)		3/8/35	P		1,380,100.00	1,335,000.00	-	1,335,000.00
Interest	2.9%		I		-	-	-	177,948.30
USDA (Sewer Bond)		8/1/22	P		65,000.00	65,000.00	-	65,000.00
Interest	5.0%		I				-	1,625.00
COPS - Series 2021B, Wastewater Fund		9/15/51	P		3,560,000.00	3,560,000.00	-	3,560,000.00
Interest	2.93%	9/15/51	I		-	-	-	2,174,325.00
Total Wastewater Fund-Principal					15,457,614.71	18,972,514.71	-	15,873,509.30
Total Wastewater Fund-Interest							-	3,405,892.67
Total Sewer Fund					15,457,614.71	18,972,514.71	-	19,279,401.97
Meas. B Fund: Teen/Comm Center Loan		11/1/29	P		872,053.00	823,539.00	-	832,319.00
	3.55%		I				-	123,030.36
Total Principal					22,622,403.41	26,088,789.41	5,923.37	22,992,640.44
Total Interest							16,101.82	6,523,397.89
Total					22,622,403.41	26,088,789.41	22,025.19	29,516,038.33

Non-debt Long Term Liabilities, District-wide

OPEB Liability	10,010,084.99
CalPERS Pension Liability	2,299,309.00

McKinleyville Community Services District
 Summary of Grants
 as of April 30, 2022

District Grants	Total Grant Amount	Required District Match	Estimated District Asset Value
CalOES Hazard Mitigation Grant - 4.5 mg Tank	\$ 7,576,448	\$ 1,894,112	\$ 9,553,440
CalOES Hazard Mitigation Grant - Sewer Undercrossings	\$ 2,538,300	\$ 846,100	\$ 2,137,000
SWRCB Energy Efficiency Grant/Loan	\$ 2,500,000	\$2,500,000 Loan	\$ 4,100,000
CA State Dept of Parks & Rec - Habitat Conservation Fund	\$ 56,600	\$ -	\$ 56,600
State of CA Prop 68 - BMX Track	\$ 2,331,375	\$ -	\$ 2,331,375
State of CA Prop 68 Per Capita - Azalea Hall Upgrades	\$ 177,952	\$ -	\$ 177,952

Non-District Grants	Total Grant Amount	Required District Match	Estimated District Asset Value
CalTrout US Fish & Wildlife - Mad River Restoration	\$ 20,000	\$ -	\$ 20,000
CalTrout NOAA - Mad River Restoration	\$ 490,167	\$ 48,000	\$ 300,000
Trust for Public Lands	\$ 3,858,378	\$ -	\$ 3,858,378

**McKinleyville Community Services District
Cash Disbursement Report
For the Period April 1 through April 30, 2022**

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
Accounts Payable Disbursements						
7712	4/4/2022	BIN01	BINDER, SCOTT	250.00	C20405	BOARD MEETINGS 3/2/22 & 3/15/22
7713	4/4/2022	COU09	DAVID R. COUCH	250.00	C20405	BOARD MEETINGS 3/2/22 & 3/15/22
7714	4/4/2022	ORS01	GREG ORSINI	250.00	C20405	BOARD MEETINGS 3/2/22 & 3/15/22
7715	4/4/2022	PET01	PETERSON, JOELLEN	125.00	C20405	BOARD MEETINGS 3/2/22 & 3/15/22
39377	4/6/2022	HAR13	The Hartford - Priority A	443.70	0208288H	GROUP LIFE INSURANCE
39582	4/4/2022	*0053	BREAKOUT DAY CAMP REFUND AM	170.00	116904	BREAKOUT DAY CAMP REFUND AM
39583	4/4/2022	*0054	AH DEPOSIT REFUND KC	100.00	116902	AH DEPOSIT REFUND KC
39584	4/4/2022	*0055	BREAKOUT DAY CAMP REFUND LM	322.50	116903	BREAKOUT DAY CAMP REFUND lm
39585	4/4/2022	BAD01	BADGER METER, Inc.	359.34	80095485	BEACON MBL HOSTING
39586	4/4/2022	BAS01	PACE ANALYTICAL SERVICES	538.00	220270128	LAB TESTS TREATMENT
39587	4/4/2022	COA01	COASTAL BUSINESS SYSTEMS	1,368.65	31254768	COPIER MONTHLY PAYMENT
39588	4/4/2022	EUR07	Eureka Rubber Stamp Co.	16.88	A34253	OFFICE SUPPLIES
39589	4/4/2022	GHD01	GHD	61,395.11	10791	WATER & SEWER MAINLINE REPL PROJ
39590	4/4/2022	HUM01	HUMBOLDT BAY MUNICIPAL WATER DISTRICT	100,344.13	C20405	WTR PURCHASED
39591	4/4/2022	INF02	INFOSEND	3,091.55	210075	OFFICE SUPPLIES/POSTAGE
39592	4/4/2022	INF03	INFINITE CONSULTING SERVICE	4,080.32	9686	SUBSCRIPTIONS

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
39593	4/4/2022	KEN02	KENNEDY/JENKS CONSULTANTS	9,974.00	151808	4.5 MG TANK PROJECT
39594	4/4/2022	MAY02	DENNIS MAYO	250.00	C20405	BOARD MEETINGS 3/2/22 & 3/15/22
39595	4/4/2022	MCK03	MCKINLEYVILLE OFFICE SUPPLY	34.30	C20405	OFFICE SUPPLIES/POSTAGE
39596	4/4/2022	NOR13	NORTHERN CALIFORNIA SAFETY CONSORTIUM	120.00	28134	SAFETY TRAINING SUBSCRIPTION
39597	4/4/2022	PAC05	PACIFIC ECORISK	1,010.12	18114	LAB TESTS TREATMENT
39598	4/4/2022	PET05	PETERSON	7,148.23	30047119	CONTR EQUIP REPAIR
39599	4/4/2022	PGE01	PG & E (Office & Field)	25,432.65	C20405	GAS & ELECTRIC
39600	4/4/2022	SIX03	SIX RIVERS MECHANICAL	190.50	I3688	HVAC & ICE MACHINE MAINTENANCE
39601	4/4/2022	TPX01	TPx COMMUNICATIONS	2,755.58	784234	INTERNET SERVICES
39602	4/4/2022	TRI02	TRINITY DIESEL INC.	292.50	C20405	PROFESSIONAL SERVICES
39603	4/4/2022	USA01	USA BLUEBOOK	205.81	905954	REPAIRS/SUPPLY
39604	4/4/2022	VER01	VERIZON WIRELESS	69.26	C20405	CELL PHONES/TABLET
39605	4/4/2022	WAH02	WAHLUND CONSTRUCTION INC.	163.25	2202501	NORTHBANK ELECTRICAL WORK
39606	4/4/2022	\A003	MQ CUSTOMER REFUND FOR AL	205.41	000C20401	MQ CUSTOMER REFUND FOR AL
39607	4/4/2022	\A004	MQ CUSTOMER REFUND FOR AV	103.68	000C20401	MQ CUSTOMER REFUND FOR AV
39608	4/4/2022	\D007	MQ CUSTOMER REFUND FOR DE	73.60	000C20401	MQ CUSTOMER REFUND FOR DE
39609	4/4/2022	\F003	MQ CUSTOMER REFUND FOR FE	60.83	000C20401	MQ CUSTOMER REFUND FOR FE
39610	4/4/2022	\G015	MQ CUSTOMER REFUND FOR GR	63.47	000C20401	MQ CUSTOMER REFUND FOR GR
39611	4/4/2022	\J009	MQ CUSTOMER REFUND FOR JE	5.15	000C20401	MQ CUSTOMER REFUND FOR JE
39612	4/4/2022	\L004	MQ CUSTOMER REFUND FOR LI	47.24	000C20401	MQ CUSTOMER REFUND FOR LI
39613	4/4/2022	\L009	MQ CUSTOMER REFUND FOR LI	37.01	000C20401	MQ CUSTOMER REFUND FOR LI

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
39614	4/4/2022	\M012	MQ CUSTOMER REFUND FOR MO	28.69	000C20401	MQ CUSTOMER REFUND FOR MO
39615	4/4/2022	\O007	MQ CUSTOMER REFUND FOR OT	58.77	000C20401	MQ CUSTOMER REFUND FOR OT
39616	4/4/2022	\R004	MQ CUSTOMER REFUND FOR RE	36.39	000C20401	MQ CUSTOMER REFUND FOR RE
39617	4/4/2022	\R010	MQ CUSTOMER REFUND FOR RI	60.58	000C20401	MQ CUSTOMER REFUND FOR RI
39618	4/4/2022	\S009	MQ CUSTOMER REFUND FOR SH	61.10	000C20401	MQ CUSTOMER REFUND FOR SH
39619	4/4/2022	\S014	MQ CUSTOMER REFUND FOR SL	45.75	000C20401	MQ CUSTOMER REFUND FOR SL
39620	4/11/2022	*0056	YOUTH BASKETBALL REFUND WO	50.00	116906	YOUTH BASKETBALL REFUND WO
39621	4/11/2022	*0057	AH DEPOSIT REFUND RT	100.00	116905	AH DEPOSIT REFUND RT
39622	4/11/2022	ACW01	CB&T/ACWA-JPIA	14,181.03	684605	GRP. HEALTH INS
39623	4/11/2022	ADV01	ADVANCED SECURITY SYSTEM	1,009.50	600426	SECURITY SYSTEMS
39624	4/11/2022	ARC13	ARCATA COUNTERTOPS	8,520.16	813	WWMF COUNTERTOPS
39625	4/11/2022	BAD01	BADGER METER, Inc.	3,048.63	1496437	REPAIRS/SUPPLY
39626	4/11/2022	DEPO5	DEPARTMENT OF JUSTICE	64.00	571862	FINGERPRINTING
39627	4/11/2022	GHD01	GHD	3,779.78	10992	PROFESSIONAL SERVICES
				13,121.39	11000	MICROGRID
				1,571.25	11576	WATER RECYLING PROGRAM
			Check Total:	<u>18,472.42</u>		
39628	4/11/2022	GRA02	GRAINGER	83.53	37317	REPAIRS/SUPPLY
39629	4/11/2022	GRS01	G R SUNDBERG, INC.	49,299.50	4845	WWMF POND ARMORING
39630	4/11/2022	HAR03	HARPER MOTORS CO.	1,224.55	C20413	VEHICLE REPAIRS
39631	4/11/2022	HEN01	HENSELL MATERIALS INC.	325.02	623107	REPAIRS/SUPPLY
39632	4/11/2022	HEN03	JAMES G. HENRY	296.00	C20413	TRAVEL ADVANCE CAL RURAL
39633	4/11/2022	HUM08	HUMBOLDT SANITATION	708.30	23X02708	TRASH SERVICE
				568.70	23X02709	TRASH SERVICE
				283.75	23X02710	TRASH SERVICE

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
				568.70	23X02809	TRASH SERVICE
			Check Total:	<u>2,129.45</u>		
39634	4/11/2022	IBS01	IBS OF THE REDWOODS	230.49	C20413	VEHICLE REPAIRS
39635	4/11/2022	IND02	INDUSTRIAL ELECTRIC SERVICE	74.18	C20413	REPAIRS/SUPPLY
39636	4/11/2022	MCK04	MCK ACE HARDWARE	360.13	C20413	REPAIRS/SUPPLY
39637	4/11/2022	MEN01	MENDES SUPPLY CO.	60.29	C20413	REPAIRS/SUPPLY
39638	4/11/2022	MIL01	Miller Farms Nursery	1,490.51	C20413	REPAIRS/SUPPLY
39639	4/11/2022	MIT01	MITCHELL LAW FIRM	471.00	49841	LEGAL
				1,702.00	49842	LEGAL
				1,493.50	49843	4.5 MG TANK PROJECT
			Check Total:	<u>3,666.50</u>		
39640	4/11/2022	MIT02	MITEL	774.33	39582879	TELEPHONE
39641	4/11/2022	NAP02	NAPA AUTO PARTS	14.09	C20413	CONSTR EQUIP REPAIR
39642	4/11/2022	NOR01	NORTH COAST LABORATORIES	4,413.00	C20413	LAB TESTS
39643	4/11/2022	ORE01	O'REILLY AUTOMOTIVE, INC.	13.71	C20413	REPAIRS/SUPPLY
39644	4/11/2022	STA11	STAPLES CREDIT PLAN	592.94	C20413	OFFICE SUPPLIES
39645	4/11/2022	STR01	STREAMLINE	300.00	17	WEBSITE MONTHLY FEE
39646	4/11/2022	THO01	THOMAS & ASSOCIATES	317.45	32713	REPAIRS/SUPPLY
39647	4/11/2022	THO02	Thomas Home Center	281.69	C20413	REPAIRS/SUPPLY
39648	4/11/2022	THR01	THRIFTY SUPPLY COMPANY	10,013.00	C20413	REPAIR/SUPPLY
39649	4/11/2022	TUR03	CHRIS TURNER	20,700.00	1	RECLAMATION SITE UPGRADE
39650	4/11/2022	UMP01	UMPQUA BANK	488.30	0422CT	OFFICE SUPPLIES/EMP FUND
				3,589.69	0422JH	REPAIRS/SUPPLY/SAFETY/TRAINING
				488.35	0422LF	SPECIAL EVENT INS/TRAINING

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
				2,152.73	0422BOARD	REPAIRS/SUPPLY/TRAVEL/SUBSCR
				74.28	0422PARKS	ACTIVITY SUPPLIES
			Check Total:	<u>6,793.35</u>		
39651	4/11/2022	UMP04	UMPQUA BANK	63,992.94	C20413	TEEN CENTER LOAN PMT
39652	4/11/2022	VAL01	VALLEY PACIFIC PETROLEUM	1,160.65	484372	GAS/OIL/LUBE
39653	4/11/2022	VAL02	VALLEY PACIFIC PETROLEUM	3,973.13	483610	GAS/OIL/LUBE
39654	4/18/2022	*0058	PIERSON PARK REFUND BD	54.75	116907	PIERSON PARK REFUND BD
39655	4/18/2022	*0059	AH DEPOSIT REFUND LD	100.00	116908	AH DEPOSIT REFUND LD
39656	4/18/2022	ADV01	ADVANCED SECURITY SYSTEM	228.70	603456	PROFESSIONAL SERVICES
39657	4/18/2022	ADV04	ADVANCED DISPLAY AND SIGN	574.62	518451	PROFESSIONAL SERVICES
39658	4/18/2022	ATT06	AT&T.	276.54	C20418	AZALEA HALL TELEPHONE
39659	4/18/2022	BAD01	BADGER METER, Inc.	2,538.93	1497904	REPAIRS/SUPPLY
39660	4/18/2022	ESR01	E.S.R.I. INC.	2,200.00	94227522	GIS SOFTWARE
39661	4/18/2022	EUR05	Eureka Oxygen Co	259.26	473567	SAFETY SUPPLIES
				248.26	473568	SAFETY SUPPLIES
			Check Total:	<u>507.52</u>		
39662	4/18/2022	FED01	FedEx Office	59.21	54330	LAB TESTS TREATMENT
39663	4/18/2022	GRA02	GRAINGER	210.99	318386	SAFTEY SUPPLIES
39664	4/18/2022	INF03	INFINITE CONSULTING SERVICE	204.19	9604	OFFICE SUPPLIES
				3,239.11	9715	COMPUTER EQUIPMENT
				2,519.52	9729	OFFICE SUPPLIES
			Check Total:	<u>5,962.82</u>		
39665	4/18/2022	KEN02	KENNEDY/JENKS CONSULTANTS	5,710.70	154090	4.5 MG TANK PROJECT
39666	4/18/2022	MAY03	DENNIS MAYO	175.50	C20419	TRAVEL ADVANCE ACWA CONF

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
39667	4/18/2022	MER03	MERCER, FRASER COMPANY	561.49	106869	REPAIRS/SUPPLY
39668	4/18/2022	PAR06	PARCEL QUEST	1,199.00	426942022	SUBS. RENEWAL
39669	4/18/2022	PGE10	PG&E STREETLIGHTS	4.22	C20419	STREETLIGHTS - ACCT 0160
39670	4/26/2022	*0060	AH DEPOSIT REFUND TG	100.00	116909	AH DEPOSIT REFUND TG
39671	4/26/2022	*0061	YOUTH BASKETBALL REFUND CR	60.00	116910	YOUTH BASKETBALL REFUND CR
39672	4/26/2022	ATT01	AT&T	1,518.44	C20425	TELEPHONE/INTERNET
39673	4/26/2022	ATT04	AT&T	925.51	C20425	SWITCHED ETHERNET SERVICE
39674	4/26/2022	COA01	COASTAL BUSINESS SYSTEMS	-	31449542u	Ck# 039674 Reversed
39675	4/26/2022	COR01	CORBIN WILLITS SYSTEMS, INC	963.05	C204151	MOMS MONTHLY MAINTENANCE
39676	4/26/2022	EUR10	EUREKA GLASS COMPANY, INC	1,593.05	24824R	PIALORSI HOUSE WINDOWS
39677	4/26/2022	FED01	FedEx Office	333.15	773312713	LAB TESTS TREATMENT
39678	4/26/2022	GRA02	GRAINGER	203.87	902394	SAFETY SUPPLIES
39679	4/26/2022	NOR35	NORTHERN HUMBOLDT	953.88	ES22-143	OPEN SPACE MAINTENANCE
			Check Total:	<u>615.25</u>	ES22-144	OPEN SPACE MAINTENANCE
				<u>1,569.13</u>		
39680	4/26/2022	PGE05	PG&E-STREETLIGHTS	443.11	C20426	STREETLIGHTS - ACCT 7620
39681	4/26/2022	PGE06	PG&E-STREETLIGHTS	20.37	C20426	STREETLIGHTS - ACCT 3677
39682	4/26/2022	PGE07	PG&E STREETLIGHTS	1,278.26	C20426	STREETLIGHTS - ACCT 0908
39683	4/26/2022	PGE08	PG&E-STREETLIGHTS	19.61	C20426	STREETLIGHTS - ACCT 3119
39684	4/26/2022	PGE09	PG&E-STREETLIGHTS	98.75	C20426	STREETLIGHTS - ACCT 7040
39685	4/26/2022	SIL01	SILKE COMMUNICATIONS	170.80	121479	PROFESSIONAL SERVICES
39686	4/26/2022	SUP02	SUPERIOR INSTALLS	922.14	458	PROFESSIONAL SERVICES

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
39687	4/26/2022	USB01	U.S. BANK TRUST N.A.	4,255.41	C20426	SEWER BOND PAYMENT
39688	4/28/2022	COA01	COASTAL BUSINESS SYSTEMS	1,235.53	R31449542	COPIER MONTHLY PAYMENT
39689	4/28/2022	TPX01	TPx COMMUNICATIONS	2,776.90	950102	INTERNET SERVICES
D00071	4/28/2022	BIN01	BINDER, SCOTT	125.00	C20428	4/6/2022 BOARD MEETING
		COU09	COUCH, DAVID	125.00	C20428	4/6/2022 BOARD MEETING
		ORS01	ORSINI, GREG	125.00	C20428	4/6/22 DIRECTORS FEES
		PET01	CLARK-PETERSON, JOELLEN	125.00	C20428	4/6/22 BOARD MEETING
			Check Total:	<u>500.00</u>		
				479,017.29		
			Total Disbursements, Accounts Payable:	<u>479,017.29</u>		

Payroll Related Disbursements

18032-18074	4/7/2022		Various Employees	16,154.68		Payroll Checks
18075	4/7/2022	CAL12	CalPERS 457 Plan	9,246.20	C20407	RETIREMENT
			Check Total:	<u>677.21</u>	1C20407	PERS 457 LOAN PMT
				<u>9,923.41</u>		
18076	4/7/2022	DIR01	DIRECT DEPOSIT VENDOR- US	42,697.03	C20407	Direct Deposit
18077	4/7/2022	EMP01	Employment Development	1,931.95	C20407	STATE INCOME TAX
			Check Total:	<u>895.68</u>	1C20407	SDI
				<u>2,827.63</u>		
18078	4/7/2022	EMP02	Employment Dev Department	8,600.91	C20331	SUI
18079	4/7/2022	FRA05	FRANCHISE TAX BOARD	95.72	C20407	FRANCHISE TAX BOARD
18080	4/7/2022	HEA01	HEALTH EQUITY, ATTN: CLINT	150.00	C20407	HSA
18081	4/7/2022	HUM29	UMPQUA BANK--PAYROLL DEP.	6,564.07	C20407	FEDERAL INCOME TAX
			Check Total:	<u>10,105.82</u>	1C20407	FICA
				<u>2,363.44</u>	2C20407	MEDICARE
				<u>19,033.33</u>		

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
18082	4/7/2022	ACW01	CB&T/ACWA-JPIA	59,371.82	C20331	MED-DENTAL-EAP INSUR
18083	4/7/2022	PUB01	Public Employees PERS	22,052.31	C20331	PERS PAYROLL REMITTANCE
18084-18107	4/22/2022		Various Employees	12,348.56		Payroll Checks
18108	4/22/2022	CAL12	CalPERS 457 Plan	8,997.27	C20422	RETIREMENT
			Check Total:	<u>677.21</u>	1C20422	PERS 457 LOAN PMT
18109	4/22/2022	DIR01	DIRECT DEPOSIT VENDOR- US	41,645.15	C20422	Direct Deposit
18110	4/22/2022	EMP01	Employment Development	76.85	C20408	STATE INCOME TAX
			Check Total:	-	C20414	STATE INCOME TAX
				<u>1,747.82</u>	C20422	STATE INCOME TAX
				43.13	1C20408	SDI
				9.29	1C20414	SDI
				<u>868.53</u>	1C20422	SDI
18111	4/22/2022	FRA05	FRANCHISE TAX BOARD	130.52	C20422	FRANCHISE TAX BOARD
18112	4/22/2022	HEA01	HEALTHEQUITY, ATTN: CLINT	150.00	C20422	HSA
18113	4/22/2022	HUM29	UMPQUA BANK--PAYROLL DEP.	356.34	C20408	FEDERAL INCOME TAX
			Check Total:	-	C20414	FEDERAL INCOME TAX
				<u>6,282.37</u>	C20422	FEDERAL INCOME TAX
				486.16	1C20408	FICA
				104.76	1C20414	FICA
				<u>9,794.58</u>	1C20422	FICA
				113.70	2C20408	MEDICARE
				24.50	2C20414	MEDICARE
				<u>2,290.66</u>	2C20422	MEDICARE
			Check Total:	<u>19,453.07</u>		
			Total Disbursements, Payroll:	<u><u>267,054.24</u></u>		
			Total Check Disbursements:	746,071.53		

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **ACTION**

ITEM: D.4 **Reaffirm Resolution 2021-27 Making Findings Pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the continued Use of Virtual Meetings**

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

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

Recommendation:

Staff recommends that the Board review the provided material and reaffirm Resolution 2021-27 (**Attachment 1**), authorizing the continued use of virtual meetings.

Discussion:

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

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

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

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

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

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

Resolution 2021-27 was originally approved on October 6, 2021.

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

Alternatives:

Staff analysis consists of the following potential alternative:

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2021-27

RESOLUTION NO 2021-27

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953, AS AMENDED BY ASSEMBLY BILL 361, AND AUTHORIZING THE CONTINUED USE OF VIRTUAL MEETINGS

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

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

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

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

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

1. That the Board has reconsidered the circumstances of the previously declared and existing state of emergency arising from the COVID-19 pandemic; and
2. That the state of emergency continues to directly impact the ability of the members of the Board to meet safely in person, and further that local officials continue to impose or recommend measures to promote social distancing; and
3. That the Board may continue to conduct public meetings in accordance with Government Code section 54953(e); and
4. That the Board will reconsider the above findings within 30-days of this Resolution.

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

AYES: Binder, Clark-Peterson, Couch, Orsini, and Mayo
 NAYS: None
 ABSENT: None
 ABSTAIN: None



 Dennis Mayo, Board President

Attest:


 April Sousa, MMC, Board Secretary

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **ACTION**

ITEM: D.5 **Consider Adoption of Resolution 2022-20 Amending the Rules and Regulations Rule 45.03.b Facility Use Fees and 45.03.c Event Service Fees**

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

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

Recommendation:

Staff recommends that the Board consider adoption of Resolution 2022-20 amending the Rules and Regulations Rule 45.03.b Facility Use Fees and 45.03.c Event Service Fees.

Discussion:

In 2015, the MCSD Board approved facility fee increases of 30%-35% given that facility fees had not been adequately adjusted on an annual basis and that increases had not been made since 2012. At that time the Board requested that facility fees be analyzed annually and adjusted incrementally as needed to keep up with inflating costs of maintenance and operations. The last increase in fees was made in 2020 when fees were increased by 1%-1.5%. Due to the COVID-19 pandemic and the closure of our facilities to the public, fee increases were not considered in 2021.

Staff considered several factors in determining the amounts of increase for each facility. Staff researched similar facilities locally, analyzed maintenance and operation costs of existing facilities, and existing and historical use of each facility. The proposed fees were presented and discussed with the Parks & Recreation Committee at the May PARC meeting. The PARC approved the increase as proposed below which represents an approximate 2% - 2.25% increase of existing fees. A table comparing the current fees to the proposed increased rates can be viewed in **Attachment 2**.

The changes to the Rules and Regulations Rule 45.03.b Facility Use Fees and 45.03.c Event Service Fees are reflected below and appear with the revisions in **Attachment 1**, Resolution 2022-20:

Rule 45.03.b. FACILITY USE FEES - the District shall charge the following rates for use of a District-owned facility for each use specified below:

ACTIVITY CENTER

Non-Profit Groups/Vendors	\$37.75/hour
Private Citizen/Business	\$53.50/hour

AZALEA HALL-ENTIRE FACILITY

Non-Profit Groups/Vendors	\$66.00/hour
Private Citizen/Business	\$87.75/hour

AZALEA HALL-HEWITT ROOM

Non-Profit Groups/Vendors	\$51.75/hour
Private Citizen/Business	\$64.00/hour
All Day Rate	\$535.00
Half Day Rate	\$324.00

AZALEA HALL-MEETING ROOM

Non-Profit Groups/Vendors	\$18.75/hour
Private Citizen/Business	\$25.25/hour

AZALEA HALL-KITCHEN

All Users	\$18.75/hour
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LIBRARY CONFERENCE ROOM

Non-Profit Groups/Vendors	\$28.00/hour
Private Citizen/Business	\$31.00/hour

TEEN CENTER-ENTIRE FACILITY

Non-Profit/Vendors	\$71.50/hour
Private Citizen/Business	\$88.75/hour
All Day (12 hr) Rate	\$933.00
Half Day (6 hr) Rate	\$484.50

TEEN CENTER-MULTI PURPOSE ROOM

Non-Profit/Vendors	\$40.50/hour
Private Citizen Business	\$49.75/hour

TEEN CENTER-MUSIC ROOM

Non-Profit/Vendors	\$26.25/hour
Private Citizen Business	\$33.25/hour
All Day (8 hr) Rate *weekends only	\$216.00

TEEN CENTER-KITCHEN

Private Citizen/Single Use	\$37.00/hour
Non-Profit/Vendor	\$28.00/hour

PARKS

Gazebo Picnic Area	\$56.75/4 hrs
Picnic Pavilion	\$111.00/4 hrs
Special Event	\$169.25/day
*Commercial Events	\$273.25/day

*Requires Facility Host @ \$36.25 per hour unless overtime wages apply

SPECIAL EVENT SERVICES

Event Staff	\$19.00/hour
Event Setup	
Events with less than 100 persons	\$88.75
Events with 101-200 persons	\$124.00
Events with more than 200 persons	\$155.00

Event Cleanup

Events with less than 100 persons	\$155.00
Events with 101-200 persons	\$185.50
Events with more than 200 persons	\$227.50

Rule 45.03.c. EVENT SERVICES FEES - the District shall charge a fee of \$19.00 per hour for an event host for those events requiring such a host. The minimum charge shall be two hours. Other events service fees shall be determined each year and are based on the direct expense associated with providing said service. Such event fees shall be established and adopted by the Board.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Facility fees are set to be competitive with similar regional facilities while also providing necessary support for the maintenance and operations. Staff researched similar facilities locally, analyzed maintenance and operation costs of existing facilities as well as analyzed annual usage and the impact the recommended fee increase would have on vendors. Based on the information available to staff it was determined that a 2% - 2.25% increase in fees would maintain the marketability of facilities, while also maximizing the potential to recover the costs of operations and maintenance.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2022-20
- Attachment 2 – Table of Current Fees to Proposed Fees

RESOLUTION 2022-20**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT AMENDING THE RULES AND REGULATIONS RULE 45.03.B FACILITY USE FEES AND 45.03.C EVENT SERVICE FEES**

WHEREAS, the Board wishes to provide quality parks and recreation services to its constituents; and

WHEREAS, the Board has determined that fees and charges should reflect District costs of providing services and maintaining facilities; and

WHEREAS, the District has certain fees which may no longer be covering operating expenses; and

WHEREAS, the Board may revise and/or increase facility rental fees as deemed necessary by Board action; and

WHEREAS, the amended Rules and Regulations will be duly accepted for implementation effective on July 1, 2022

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

Rule 45.03.b. FACILITY USE FEES - the District shall charge the following rates for use of a District-owned facility for each use specified below:

ACTIVITY CENTER

Non-Profit Groups/Vendors	\$37.75/hour
Private Citizen/Business	\$53.50/hour

AZALEA HALL-ENTIRE FACILITY

Non-Profit Groups/Vendors	\$66.00/hour
Private Citizen/Business	\$87.75/hour

AZALEA HALL-HEWITT ROOM

Non-Profit Groups/Vendors	\$51.75/hour
Private Citizen/Business	\$64.00/hour
All Day Rate	\$535.00
Half Day Rate	\$324.00

AZALEA HALL-MEETING ROOM

Non-Profit Groups/Vendors	\$18.75/hour
Private Citizen/Business	\$25.25/hour

AZALEA HALL-KITCHEN

All Users	\$18.75/hour
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LIBRARY CONFERENCE ROOM

Non-Profit Groups/Vendors	\$28.00/hour
Private Citizen/Business	\$31.00/hour

TEEN CENTER-ENTIRE FACILITY

Non-Profit/Vendors	\$71.50/hour
Private Citizen/Business	\$88.75/hour
All Day (12 hr) Rate	\$933.00
Half Day (6 hr) Rate	\$484.50

TEEN CENTER-MULTI PURPOSE ROOM

Non-Profit/Vendors	\$40.50/hour
Private Citizen Business	\$49.75/hour

TEEN CENTER-MUSIC ROOM

Non-Profit/Vendors	\$26.25/hour
Private Citizen Business	\$33.25/hour
<u>All Day (8 hr) Rate *weekends only</u>	<u>\$216.00</u>

TEEN CENTER-KITCHEN

Private Citizen/Single Use	\$37.00/hour
Non-Profit/Vendor	\$28.00/hour

PARKS

Gazebo Picnic Area	\$56.75/4 hrs
Picnic Pavilion	\$111.00/4 hrs
Special Event	\$169.25/day
*Commercial Events	\$273.25/day
*Requires Facility Host @ \$36.25 per hour unless overtime wages apply	

SPECIAL EVENT SERVICES

Event Staff	\$19.00/hour
Event Setup	
Events with less than 100 persons	\$88.75
Events with 101-200 persons	\$124.00
Events with more than 200 persons	\$155.00

Event Cleanup

Events with less than 100 persons	\$155.00
Events with 101-200 persons	\$185.50
Events with more than 200 persons	\$227.50

Rule 45.03.c. EVENT SERVICES FEES - the District shall charge a fee of \$19.00 per hour for an event host for those events requiring such a host. The minimum charge shall be two hours. Other events service fees shall be determined each year and are based on the direct expense associated with

providing said service. Such event fees shall be established and adopted by the Board.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on June 3, 2020 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

David Couch, Board President

Attest:

April Sousa, Board Secretary

ACTIVITY CENTER	2021-22 Hrly Rates	Proposed for 2022-23	1%	1.50%	2%	2.50%	3%	5%	
Public/Business Rate	\$ 52.50	\$ 53.50	\$ 53.03	\$ 53.29	\$ 53.55	\$ 53.81	\$ 54.08	\$ 55.13	
Non-profit/vendor	\$ 37.00	\$ 37.75	\$ 37.37	\$ 37.56	\$ 37.74	\$ 37.93	\$ 38.11	\$ 38.85	
AZALEA HALL-ENT.BLDG									
Public/Business Rate	\$ 86.00	\$ 87.75	\$ 86.86	\$ 87.29	\$ 87.72	\$ 88.15	\$ 88.58	\$ 90.30	
Non-profit/vendor	\$ 64.75	\$ 66.00	\$ 65.40	\$ 65.72	\$ 66.05	\$ 66.37	\$ 66.69	\$ 67.99	
AZALEA HALL-HEWITT ROOM									
Public/Business Rate	\$ 62.75	\$ 64.00	\$ 63.38	\$ 63.69	\$ 64.01	\$ 64.32	\$ 64.63	\$ 65.89	
Non-profit/vendor	\$ 50.50	\$ 51.75	\$ 51.01	\$ 51.26	\$ 51.51	\$ 51.76	\$ 52.02	\$ 53.03	
All Day (12 hr) Rate	\$ 525.00	\$ 535.00	\$ 530.25	\$ 532.88	\$ 535.50	\$ 538.13	\$ 540.75	\$ 551.25	
Half Day (6 hr) Rate	\$ 318.00	\$ 324.00	\$ 321.18	\$ 322.77	\$ 324.36	\$ 325.95	\$ 327.54	\$ 333.90	
AZALEA HALL-MEETING ROOM									
Public/Business Rate	\$ 24.75	\$ 25.25	\$ 25.00	\$ 25.12	\$ 25.25	\$ 25.37	\$ 25.49	\$ 25.99	
Non-profit/vendor	\$ 18.50	\$ 18.85	\$ 18.69	\$ 18.78	\$ 18.87	\$ 18.96	\$ 19.06	\$ 19.43	
AZALEA HALL-KITCHEN									
All Users	\$ 18.50	\$ 18.85	\$ 18.69	\$ 18.78	\$ 18.87	\$ 18.96	\$ 19.06	\$ 19.43	
LIBRARY CONFERENCE ROOM									
Public/Business Rate	\$ 30.50	\$ 31.00	\$ 30.81	\$ 30.96	\$ 31.11	\$ 31.26	\$ 31.42	\$ 32.03	
Non-profit/vendor	\$ 27.50	\$ 28.00	\$ 27.78	\$ 27.91	\$ 28.05	\$ 28.19	\$ 28.33	\$ 28.88	
TEEN CENTER-ENTIRE BLDG									
Public/Business Rate	\$ 87.00	\$ 88.75	\$ 87.87	\$ 88.31	\$ 88.74	\$ 89.18	\$ 89.61	\$ 91.35	
Non-profit/vendor	\$ 70.00	\$ 71.50	\$ 70.70	\$ 71.05	\$ 71.40	\$ 71.75	\$ 72.10	\$ 73.50	
All Day (12 hr) Rate	\$ 915.00	\$ 933.00	\$ 924.15	\$ 928.73	\$ 933.30	\$ 937.88	\$ 942.45	\$ 960.75	
Half Day (6 hr) Rate	\$ 475.00	\$ 484.50	\$ 479.75	\$ 482.13	\$ 484.50	\$ 486.88	\$ 489.25	\$ 498.75	
TEEN CENTER-MULTI PURPOSE RM									
Public/Business Rate	\$ 48.75	\$ 49.73	\$ 49.24	\$ 49.48	\$ 49.73	\$ 49.97	\$ 50.21	\$ 51.19	
Non-profit/vendor	\$ 40.50	\$ 41.25	\$ 40.91	\$ 41.11	\$ 41.31	\$ 41.51	\$ 41.72	\$ 42.53	
TEEN CENTER-MUSIC ROOM									
Public/Business Rate	\$ 32.75	\$ 33.25	\$ 33.08	\$ 33.24	\$ 33.41	\$ 33.57	\$ 33.73	\$ 34.39	
Non-profit/vendor	\$ 25.75	\$ 26.25	\$ 26.01	\$ 26.14	\$ 26.27	\$ 26.39	\$ 26.52	\$ 27.04	
All Day (8 hr) Rate*	\$ 212.00	\$ 216.00	\$ 214.12	\$ 215.18	\$ 216.24	\$ 217.30	\$ 218.36	\$ 222.60	
*available weekends only									
TEEN CENTER-KITCHEN									
All Users	\$ 36.50	\$ 37.00	\$ 36.87	\$ 37.05	\$ 37.23	\$ 37.41	\$ 37.60	\$ 38.33	
	\$ 27.50	\$ 28.00	\$ 27.78	\$ 27.91	\$ 28.05	\$ 28.19	\$ 28.33	\$ 28.88	
PARKS									
Pierson Park Gazebo Picnic Area	\$ 55.75	\$ 56.75	4 hrs \$ 56.31	\$ 56.59	\$ 56.87	\$ 57.14	\$ 57.42	\$ 58.54	
Pierson Park Pavilion	\$ 109.50	\$ 111.00	4 hrs \$ 110.60	\$ 111.14	\$ 111.69	\$ 112.24	\$ 112.79	\$ 114.98	
Hillier Park Picnic Area	\$ 55.75	\$ 56.75	4 hrs \$ 56.31	\$ 56.59	\$ 56.87	\$ 57.14	\$ 57.42	\$ 58.54	
Special Event	\$ 166.00	\$ 169.25	daily \$ 167.66	\$ 168.49	\$ 169.32	\$ 170.15	\$ 170.98	\$ 174.30	
Commercial Event*	\$ 268.00	\$ 273.25	daily \$ 270.68	\$ 272.02	\$ 273.36	\$ 274.70	\$ 276.04	\$ 281.40	
Commercial Event Staff (*Required)	\$ 35.50	\$ 36.25	per hr. \$ 35.86	\$ 36.03	\$ 36.21	\$ 36.39	\$ 36.57	\$ 37.275	
SPECIAL EVENT SERVICES									
Event Staff	\$ 18.75	\$ 19.00	per hr. \$ 18.94	\$ 19.03	\$ 19.13	\$ 19.22	\$ 19.31	\$ 19.69	
Set-Up									
Events with less than 100 people	\$ 87.00	\$ 88.75	\$ 87.87	\$ 88.31	\$ 88.74	\$ 89.18	\$ 89.61	\$ 91.35	
Events with 101-200 people	\$ 121.50	\$ 124.00	\$ 122.72	\$ 123.32	\$ 123.93	\$ 124.54	\$ 125.15	\$ 127.58	
Events with more than 200 people	\$ 152.00	\$ 155.00	\$ 153.52	\$ 154.28	\$ 155.04	\$ 155.80	\$ 156.56	\$ 159.60	
Clean-Up									
Events with less than 100 people	\$ 152.00	\$ 155.00	\$ 153.52	\$ 154.28	\$ 155.04	\$ 155.80	\$ 156.56	\$ 159.60	
Events with 101-200 people	\$ 182.00	\$ 185.50	\$ 183.82	\$ 184.73	\$ 185.64	\$ 186.55	\$ 187.46	\$ 191.10	
Events with more than 200 people	\$ 223.00	\$ 227.50	\$ 225.23	\$ 226.35	\$ 227.46	\$ 228.58	\$ 229.69	\$ 234.15	

D-Street Comm. Ctr Arcata-
\$162.00 up to 3hrs (= \$54/hr)
410.50 for 4-5 hrs (= \$102.63 to \$82.10 / hr)
\$540.5 over 5 hours (= \$90.08/hr at 6 hrs
\$54.05/hr at 10hrs)

Arcata Comm Ctr-Teen Rm & Arts Rm
(Capacity of 50)
\$59.50/hr
\$162.25 for 4-5 hrs (\$40.62 - \$32.45 / hr)
\$216.50 over 5 hours (\$36.08/hr at 6 hrs.
\$21.65/hr at 10hrs)

Arcata Comm Ctr-Sr. Dining Rm & kitchen
(occ 96 at tables-122 just seats)
\$297.25 up to 3 hrs (\$99.08 / hr)
\$432.50 4-5hrs (\$108.13- \$86.50 / hr)
\$540.50 over 5 hours (= \$90.08/hr at 6 hrs
\$54.05/hr at 10hrs)

Adorni Center Gymnasium-
\$330 for first 3 hours, \$125 per hour after
(=\$110 per hour)

Wharfinger Bldg-Great room 2,100 sq ft
\$570-\$600 for 10 hrs
\$700-\$750 for 11-14 hrs

Arcata Vets Great Hall-occupancy 240
\$65/hr
\$475 for 8 hrs (\$375 nonprofit)

Arcata Vets Dining Hall-occupancy 199
\$55/hr
\$400 for 8 hours (\$300 nonprofit)

Arcata Vets Meeting Room -occup. 35 (fees
same for Kitchen)
\$40/hr
\$300 for 8 hrs (\$175 nonprofit)

Arcata Vets Whole Day rental Whole Bldg

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **ACTION**

ITEM: D.6 **Consider Approval to Declare 2002 Ford Taurus Surplus**

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

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

Recommendation:

Staff recommends the Board declare the following items surplus, authorize staff to advertise for a closed bid and award the purchase of the following item to the highest bidders:

- 2002 Ford Taurus

Discussion:

Due to the District Vehicle Replacement Program, the Parks and Recreation Department has a 2002 Ford Taurus with approximately 128,000 miles that has been used as the District's General Manager car and Board travel car. The car is scheduled for replacement in the 2022/23 Operations CIP.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Since the vehicle is fully depreciated, we do our best to find fair market value for this item. The approximate value for this car is \$800 per Kelley Blue Book. The revenue generated by the sale of this vehicle will be credited to the Parks & Recreation budget.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

None

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **ACTION**

ITEM: E.1 **Consider Adoption of Resolution 2022-16 Recognizing, Honoring and Commending Erik Jones for Twenty (20) Years of Service**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board of Directors consider adoption of Resolution 2022-16 honoring Erik Jones for his Twenty (20) continuous years of service at the McKinleyville Community Services District.

Discussion:

Attached for the Board of Directors' review is Resolution 2022-16 recognizing, honoring, and commending Erik Jones for his twenty (20) continuous years of service. Please join us in presenting Erik Jones with a Resolution and longevity award acknowledging his continuing outstanding contributions to the McKinleyville Community Services District.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2022-16

RESOLUTION 2022 - 16

**A RESOLUTION RECOGNIZING, HONORING, AND COMMENDING
ERIK JONES FOR SERVING MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
FOR TWENTY (20) CONTINUOUS YEARS**

WHEREAS, Erik Jones, having faithfully served twenty (20) continuous years as an employee of the McKinleyville Community Services District (the "District") from June 3, 2002 to June 3, 2022; and

WHEREAS, throughout his years of service, Erik has demonstrated unwavering loyalty, commitment, and dedication; and

WHEREAS, Erik lends his talents, experience, and leadership to the development and service of the District having served in a variety of positions, such as Utility Person, Backhoe Operator, Treatment Plant Operator, Backflow Prevention Tester and currently as the Lead Person;

WHEREAS, Erik has trained staff on DCV testing, equipment operation, woodworking, roofing, troubleshooting and class B driving test preparation; and

WHEREAS, Erik’s versatile skills has benefitted the District in many ways such as troubleshooting station failures, fabricating parts, supervising a crew and overseeing miscellaneous projects such as the Teen Center, Pavilion, Library Expansion, and North Bank pump awning, which have resulted in significant cost savings to the District; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District hereby confers upon Erik Jones its highest commendation for the dedicated service he has performed for the District and the community, and further marks his historic accomplishment as a McKinleyville Community Services District employee for twenty (20) years.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on June 1, 2022 by the following polled vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

David Couch, Board President

Attest:

April Sousa, MMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **ACTION**

ITEM: E.2 **Consider Adoption of Resolution 2022-17 Recognizing and Honoring Colleen Trask on her Retirement**

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

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that the Board of Directors consider adoption of Resolution 2022-17 honoring Colleen Trask for her years of service to the McKinleyville Community Services District at the occasion of her retirement.

Discussion:

Attached for the Board of Directors' review is Resolution 2022-17 recognizing, honoring, and commending Colleen Trask for her years of service to the District as Finance Director at the occasion of her retirement. Please join us in presenting Colleen Trask with a Resolution acknowledging her continuing outstanding contributions to the McKinleyville Community Services District.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2022-17

RESOLUTION 2022 – 17

A RESOLUTION RECOGNIZING, HONORING, AND COMMENDING COLLEEN TRASK FOR SERVING MCKINLEYVILLE COMMUNITY SERVICES DISTRICT WITH DISTICTION AS THE FINANANCE DIRECTOR

WHEREAS, COLLEEN TRASK, having faithfully served over ten continuous years as the Finance Director of the McKinleyville Community Services District (the “District”) from April 2, 2012 to July 2022; and

WHEREAS, throughout her years of service, Colleen has served with distinction and honor and demonstrated financial leadership and expertise, commitment, and dedication; and

WHEREAS, Colleen provides her talents and experience to the District, to lead the District Finance and Customer Relations Department; and

WHEREAS, Colleen has played a shining role in ensuring that the financial foundation of the District is exceptionally firm, and has worked with numerous District Boards, Department Managers, General Managers, and District Staff to ensure budgets are balanced, rates are fair, and operational expenses are covered; and

WHEREAS, Colleen has shown great leadership, creativity, and support in helping her staff, colleagues, supervisors, the General Manager and the Board with her technical and leadership skills to ensure that the District’s customer and accounting systems run smoothly and support the District’s strategic vision; and

WHEREAS, Colleen’s loyalty to the District, unwavering commitment to customers, Staff and coworkers, and trustworthiness in all matters truly has made a lasting impact and improvement to the District and to the community of McKinleyville and will continue to do so for years to come;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District does hereby present and confer upon Colleen Trask, as a token of its appreciation, its highest commendation for the dedicated service she has performed for the District and the community, and further marks this momentous accomplishment as the McKinleyville Community Services District Finance Director for over ten years and wishes her happiness and prosperity in her many, many retirement years.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on the 1st day of June 2022 by the following polled vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

David Couch, Board President

Attest:

April Sousa, MMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **ACTION**

ITEM: E.3 **Consider Approval of the Right of Entry, Design and Construction Agreement between the Humboldt Skate Park Collective and McKinleyville Community Services District**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the information provided, air questions, take public comment, discuss and approve the Right of Entry, Design and Construction Agreement between the Humboldt Skate Park Collective (HSPC) and the McKinleyville Community Services District.

Discussion:

On October 4, 2017, the Board of Directors approved a thirty-six (36) month Right of Entry and Design Agreement between MCSD and the Humboldt Skate Park Collective (HSPC) for access to the undeveloped lot east of Umpqua Bank and south of the Law Enforcement Facility for the purpose of designing and fundraising for the construction of an approximate 20,000 square foot skatepark. The Board approved a Draft design in May of 2019. In November of 2020 the Board of Directors approved a twelve (12) month extension of the ROEA.

Given that the District is currently awaiting notification regarding the Rural Recreation and Tourism Grant application that was submitted in January 2022 for the construction of a skatepark and given that HSPC has continually pursued grants and other funding for this project since the granting of the 2017 ROEA, staff and HSPC are requesting that the Board approve a Right of Entry, Design and Construction Agreement (**Attachment 1**) for another thirty-six (36) month period.

Any construction would be contingent upon Board approval of a FINAL design and the HSPC's and/or District Staff's ability to show sufficient funding to complete the project.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

CEQA was completed for this project in 2019

Exhibits/Attachments:

- Attachment 1 – Right of Entry, Design and Construction Agreement between HSPC and MCSD

RIGHT OF ENTRY, DESIGN, AND CONSTRUCTION AGREEMENT

THIS RIGHT OF ENTRY, DESIGN, AND CONSTRUCTION AGREEMENT (this "Agreement") is entered into on _____, 2022, by and between the between the MCKINLEYVILLE COMMUNITY SERVICES DISTRICT ("DISTRICT") and the HUMBOLDT SKATE PARK COLLECTIVE for the MCKINLEYVILLE SKATE PARK (hereinafter referred to as "COMMITTEE").

RECITALS

- A. The DISTRICT owns real property located at Pierson Park and has consented to enter into this Agreement for the sole purpose of allowing COMMITTEE to develop a proposal for the design and potential construction of a Skate Park on the property located immediately south in the vicinity of the existing horseshoe pits and bocce ball courts, as more specifically described in attached **Exhibit A** (the "DISTRICT Property").
- B. The COMMITTEE, as a public service to the citizens of McKinleyville, wishes to assist in the potential project including assistance with the development, financing, design, construction and establishment of a maintenance plan for said Skatepark.

AGREEMENT

THEREFORE, IT IS AGREED:

- 1. For a period of thirty-six (36) months from the date hereof, with an option to extend the agreement an additional twelve (12) months if needed and if said need is communicated and requested within twelve (12) months of the of the original thirty-six (36) month period, DISTRICT hereby grants to COMMITTEE the right to enter upon the DISTRICT Property for the limited purposes and on the terms and conditions stated in this Agreement. Further agreements for construction and conveyance that meet state contract and prevailing wage laws will be required before any project is authorized or any construction can commence. The District is not obligated to proceed with any project and makes no commitment to do so by method of this Agreement.
- 2. COMMITTEE shall work to develop a Skatepark engineering design and submit said design to the DISTRICT'S Board of Directors for approval of the final design, in the Board's sole and absolute discretion. COMMITTEE shall further seek financing for construction based on grants, charitable donations and other sources for submission to the DISTRICT'S Board when considering the final design and whether to sponsor and approve, in the Board's sole and absolute discretion, construction of a Skatepark measuring approximately 20,000 square feet (the "Skatepark") on DISTRICT Property for use by the public and the community.
- 3. During the thirty-six (36) month term of this Agreement the COMMITTEE shall:
 - 3.1 Seek and demonstrate to the Board sufficient financing and committed supplies and services from local businesses to cover the entire costs of the engineering design, development, inspection, construction, maintenance and administration of the Skatepark, except as noted below. No work of construction shall be commenced unless and until the DISTRICT'S Board, in its sole and absolute discretion, approves the final design, agrees to sponsor a project, and the COMMITTEE demonstrates sufficient and secure financing for all aspects of design, permitting and construction of the Skatepark.
 - 3.2 Cause the preparation of plans and specifications suitable for the construction of the

Skatepark at its sole cost and expense.

3.3 If approved by the DISTRICT, cause to be obtained all necessary permits and approvals for the construction of the Skatepark as required by law, expressly including, without limitation, review and analysis under the California Environmental Quality Act ("CEQA") (California Public Resources Code Section 21000, et seq.). The parties acknowledge that before the DISTRICT approves the construction of the Skatepark, the District will need to complete CEQA assessment, including without limitation a determination as to whether the project is exempt from CEQA; if not exempt, a preliminary analysis to determine whether an environmental impact report or negative declaration is required; and preparation of an environmental impact report or negative declaration.

4. COMMITTEE shall submit a progress report to the DISTRICT's Parks & Recreation Director quarterly. Said progress report shall include the following information:

- A. Summary of current fundraising efforts;
- B. Summary of current funds raised to date; and
- C. Summary of grant application status.

5. COMMITTEE shall consult with DISTRICT representatives during the design phase, and the plans and specifications for the construction shall be subject to DISTRICT's written approval, in the DISTRICT's sole and absolute discretion, before the plans and specifications are submitted to the DISTRICT's Board of Directors for consideration.

6. COMMITTEE shall hold harmless, indemnify and defend DISTRICT, its officers, agents, employees, and directors from and against any and all claims, liabilities, demands, costs and contracts of any nature arising out of, resulting from or in any way related to the activities under this Agreement. This obligation shall survive the delivery of the PROJECT to the DISTRICT.

McKINLEYVILLE COMMUNITY SERVICES DISTRICT

_____ Date _____
David Couch, President MCSD Board of Directors

_____ Date _____
April Sousa, Board Secretary MCSD Board of Directors

HUMBOLDT SKATEPARK COLLECTIVE

_____ Date _____
Charles E. Caldwell II, Director – Humboldt Skatepark Collective

_____ Date _____
Secretary - Humboldt Skatepark Collective

McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **ACTION**

ITEM: E.4 **FY2021-22 Budget Review & Potential Amendment**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review proposed revisions to the FY2021-22 Parks/General Fund Budget, the Streetlights Budget, and the Water Fund Budget; discuss, take public comment, and approve the proposed revised Budgets for FY2021-22.

Discussion:

District procedures indicate that a formal revision is required when a major line item or category of the budget deviates by more than 10% from the original estimate. For all three of these funds, the adjustments to expected capital project grant revenue exceeds this threshold.

For the Parks/ General Fund, the Prop 68 per Capita Grant-funded projects have been scheduled for implementation in FY2022-23, instead of in the current fiscal year as originally expected when the FT2021-22 budget was created.

The other revenue adjustment in this Fund is to accommodate a non-cash loss in the budget line for Unrealized Gains/Losses on the invested CalTRUST reserves. This loss has impacted The Water and Wastewater Funds also, but those budgets are so much larger than the Parks budget that the reduction in investment value does not exceed the line-item threshold. In any case, the loss would have no real-life impact until the shares were sold.

For the Streetlights Fund, the adjustment is in the expenditures category. As the Board saw in the proposed draft budget for next year, the streetlight pole inspection project has been postponed to FY2022-23. This produces an expected surplus that will be added to the fund balance used to pay for the project in FY2022-23 without requiring any additional debt.

The Water Fund also has a budget adjustment on the revenue side, to account for changes in the 4.5mg Tank Capital Project. This does not impact expenses, so the graphs remain identical. For the Enterprise Funds, capital projects are tracked on the Balance Sheet as a sub-category of Fixed Assets. But grant revenue must be recorded on the Activity Statement. Postponement of the major portion of this grant revenue into the next fiscal year is sufficient to require a formal adjustment.

Questions from the Directors on any category item or on the budget overall are welcome and may be brought to the General Manager.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

See attached Revised FY2021-22 Budgets.

Environmental Requirements:

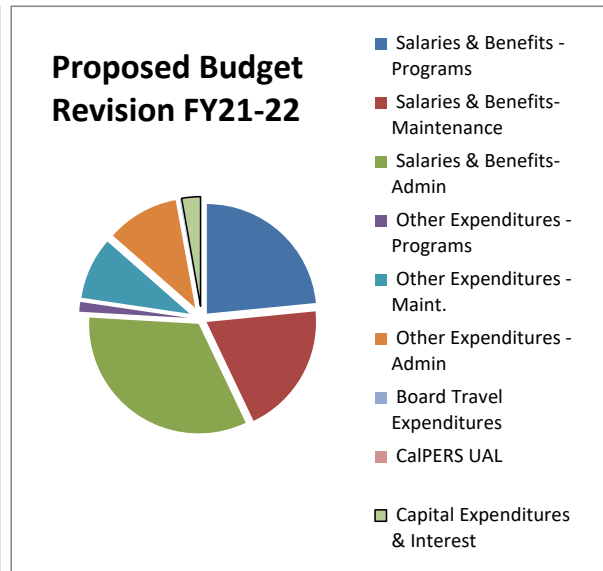
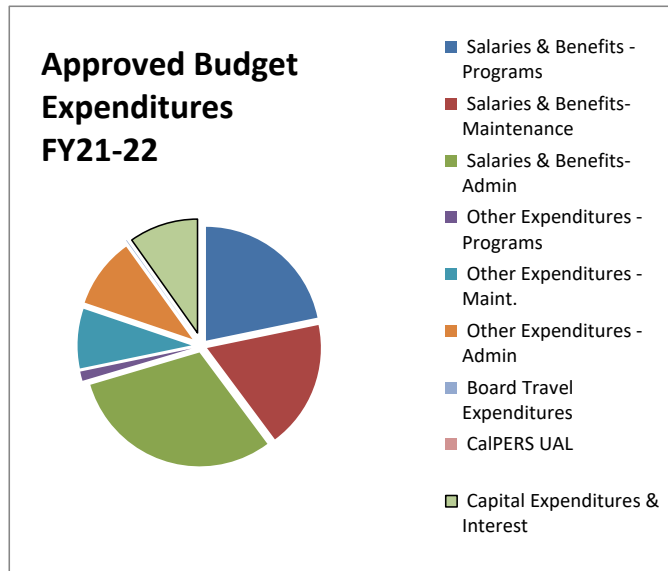
Not applicable

Exhibits/Attachments:

- Attachment 1 - FY2021-22 Budget Revision for the Parks/General Fund
- Attachment 2 - FY2021-22 Budget Revision for the Streetlights Fund
- Attachment 3 – FY2021-22 Budget Revision for the Water Fund

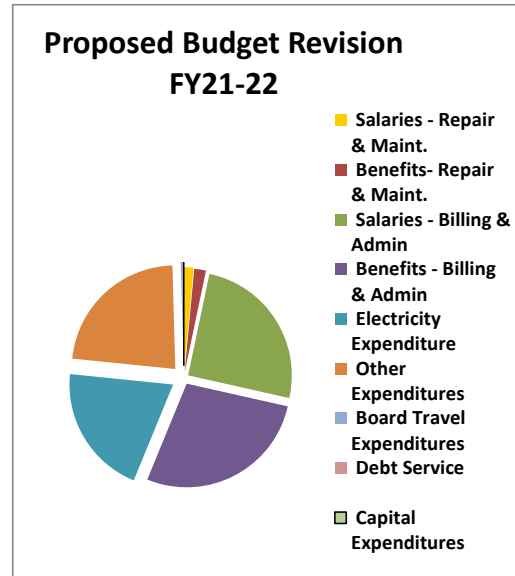
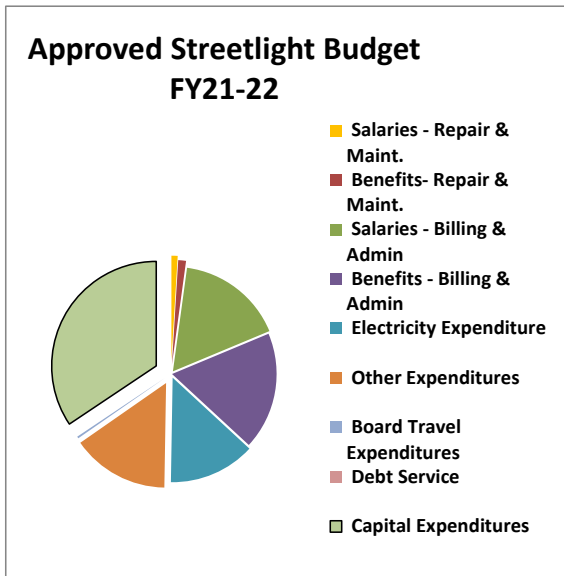
**McKinleyville Community Services District
Parks/General Fund Revised Operating Budget
FY 2021-22**

Description	Parks/General Fund Approved Budget FY2021-22		Parks/General Fund Revised Budget FY2021- 22		Difference (Memorandum Only)	
Revenues						
Program Fees	242,280	19%	242,280	21%	-	1.8%
Facility Fees	49,150	4%	49,150	4%	-	0.4%
Property Taxes	664,824	53%	664,824	58%	-	4.9%
Open Space Fees	126,600	10%	126,600	11%	-	0.9%
Contributions & Other Program	1,650	0%	1,650	0.1%	-	0.0%
Other Revenue	25,712	2%	10,712	1%	(15,000)	-1.1%
Quimby Fees/ Grants/Loans	105,000	8%	15,000	1%	(90,000)	-7.1%
Interest Revenue	35,000	2.8%	35,000	3.1%	-	0.3%
Total Revenues	1,250,216	100%	1,145,216	100%	(105,000)	-9.2%
Expenditures						
Salaries & Benefits - Programs	270,708	22%	270,708	23%	-	1.7%
Salaries & Benefits- Maintenance	224,907	18%	224,907	19%	-	1.4%
Salaries & Benefits- Admin	380,740	31%	380,740	33%	-	2.4%
Other Expenditures - Programs	16,550	1%	16,550	1%	-	0.1%
Other Expenditures - Maint.	105,245	8%	105,245	9.1%	-	0.7%
Other Expenditures - Admin	123,225	10%	123,225	10.7%	-	0.8%
Board Travel Expenditures	1,100	0.1%	1,100	0.1%	-	0.0%
CalPERS UAL	-	0%	-	0.0%	-	0.0%
Capital Expenditures & Interest	122,000	10%	32,000	3%	(90,000)	-7.0%
Total Expenditures	1,244,476	100%	1,154,476	100%	(90,000)	-7.8%
Excess (Deficit)	5,740		(9,260)			



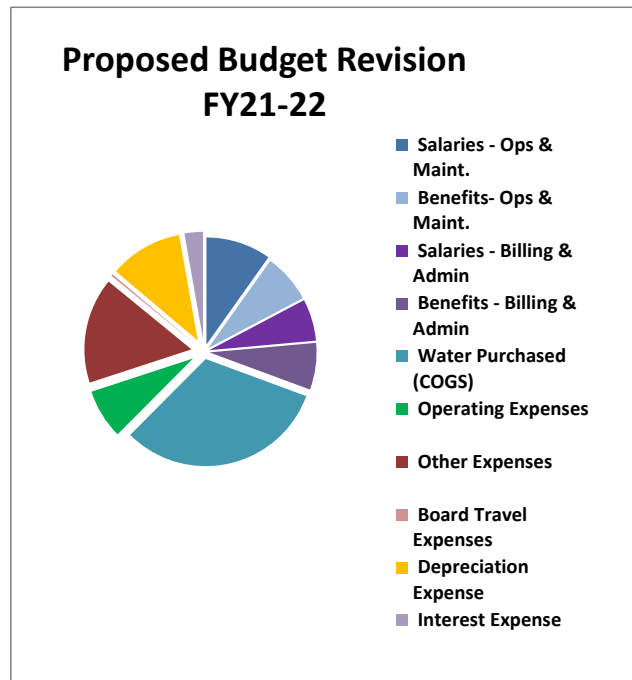
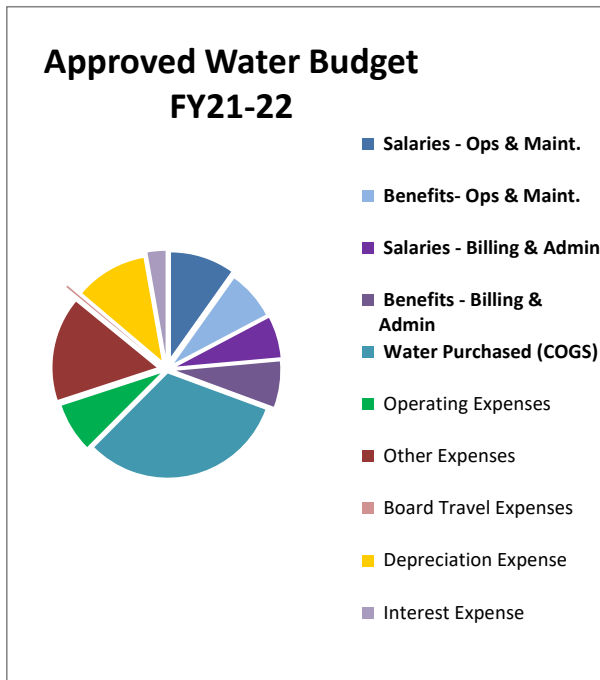
**McKinleyville Community Services District
Streetlights Fund Revised Operating Budget
FY 2021-22**

Description	Streetlights Fund Approved Budget FY21-22		Streetlights Fund Revised Budget FY21-22		Difference (Memorandum Only)	
Streetlight Revenues						
Streetlight Charges	100,885	84%	100,885	84%		0.0%
Other Charges	18,500	15%	18,500	15%	-	0.0%
Proceeds from Debt	-	0%	-	0%	-	0.0%
Interest Revenue	50	0%	50	0%	-	0.0%
Total Revenues	119,435	100%	119,435	100%	-	0%
Streetlight Expenditures						
Salaries - Repair & Maint.	1,314	1%	1,314	1%		0.0%
Benefits- Repair & Maint.	1,641	1%	1,641	2%		0.0%
Salaries - Billing & Admin	22,617	17%	22,617	25%	-	0.0%
Benefits - Billing & Admin	24,829	18%	24,829	28%		0.0%
Electricity Expenditure	18,300	13%	18,300	20%	-	0.0%
Other Expenditures	20,575	15%	20,575	23%	-	0.0%
Board Travel Expenditures	400	0%	400	0%	-	0.0%
Debt Service	-	0%	-	0%	-	0.0%
Capital Expenditures	47,000	34%	-	0%	(47,000)	-100.0%
Total Expenditures	136,676	100%	89,676	100%	(47,000)	-34%
Excess (Deficit)	(17,241)		29,759			



McKinleyville Community Services District
Enterprise Funds: Water Operating Budget
FY 2021-22

Description	Water Fund Approved Budget FY21-22		Water Fund Revised Budget FY21-22		Difference (Memorandum Only)	
	Amount	%	Amount	%	Amount	%
Water Revenues						
Water Sales	4,190,549	68%	4,190,549	79%	-	0%
Capacity Fees	100,000	2%	100,000	2%	-	0%
Other Revenue	1,734,719	28%	832,226	16%	(902,493)	-52%
Contributed Construction	100,000	2%	100,000	2%	-	0%
Interest Revenue	50,000	0.8%	50,000	1%	-	0%
Total Revenues	6,175,268	100%	5,272,775	100%	(902,493)	-15%
Water Expenses						
Salaries - Ops & Maint.	356,558	10%	356,558	10%	-	0.0%
Benefits- Ops & Maint.	269,382	7%	269,382	7%	-	0.0%
Salaries - Billing & Admin	228,947	6%	228,947	6%	-	0.0%
Benefits - Billing & Admin	255,765	7%	255,765	7%	-	0.0%
Water Purchased (COGS)	1,154,476	32%	1,154,476	32%	-	0.0%
Operating Expenses	271,900	7%	271,900	7%	-	0.0%
Other Expenses	577,796	16%	577,796	16%	-	0.0%
Board Travel Expenses	10,000	0.3%	10,000	0%	-	0.0%
Depreciation Expense	400,000	11%	400,000	11%	-	0.0%
Interest Expense	101,114	3%	101,114	3%	-	0.0%
Total Expenses	3,625,939	100%	3,625,939	100%	-	0%
Excess (Deficit)	2,549,329		1,646,837			



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McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **ACTION**

ITEM: E.5 **Consider Approval of the FY2022-23 Budget and Approve Resolution 2022-18 Establishing Appropriations Limits for FY2022-23.**

PRESENTED BY: **Nicole Alvarado, Finance Director**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

1. Staff recommends that the Board review, take public comment, and approve the FY2022-23 Budget; and
2. Approve Resolution 2022-18 establishing Appropriations Limits for FY2022-23.

Discussion:

The proposed FY2022-23 Budget differs, in some important respects, from the draft budget elements presented to and discussed by the Board in previous months. It reflects updated assumptions regarding revenue streams, grants, and capital projects.

The Parks Budget has been adjusted to reflect the timing of grant revenue for the skate park and the BMX track. The Water and Wastewater Budgets have also been adjusted to better reflect the timing of grant revenue for the 4.5 M gallon water tank and the upgrades to the wastewater undercrossings. These grants and their associated expenditures are anticipated to be spread through FY 23-24 resulting in some revenues being recorded in FY 22-23 and the remaining revenues recorded in FY23-24.

The Budgets, graphs, historical trend analysis, capital projects budgets, and narratives are included in the final budget document, as is the Appropriations Limits calculation, which is an annual item required by State law. The Appropriations Limit calculates the amount of property tax revenue that may be spent by local governments, including Special Districts. It is calculated based on population growth and other factors.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Budgetary fiscal analysis: see summaries in proposed FY2022-23 Budget.

Appropriations Limit fiscal analysis: As the proposed expenditures subject to the Limit are \$382,072 under the Appropriations Limit threshold, no additional analysis is required.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Proposed Budget for FY2022-23
- Attachment 2 – Resolution 2022-18



BUDGET

For the Fiscal Year Ending June 30, 2023

Adoption Date: June 1, 2022

MCS D BOARD OF DIRECTORS

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

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

For the Fiscal Year Ending June 30, 2023

INTRODUCTION AND BUDGET GUIDE

This budget is intended to serve as a management tool for operation of the McKinleyville Community Services District (MCSD) during fiscal year July 1, 2022 through June 30, 2023. The Budget sets forth goals and priorities for staff to accomplish during the year in the four district operating departments. This budget is dynamic in that it can be amended as the Board adds goals and changes priorities.

- Page 3 includes information about McKinleyville and the McKinleyville Community Services District.
- The Mission Statement, the estimated Full-Time Employee Equivalents for the fiscal year, and the Organization Chart are included beginning at Page 5.
- Budgets and accompanying graphs for the Governmental Funds & the Enterprise Funds are shown beginning at Page 8. Detailed line-item budgets are available for review by the Board and the public, but are not included in this policy-level document.
- Historical Data is presented beginning at Page 15.
- MCSD's Capital Improvement Program Budgets start on Page 19. Narratives begin on Page 24.
- A summary of the MCSD's Board current Strategic Plan 2019-2024 begins on Page 29
- The Appropriations Limit calculations required by law for the Fiscal Year 2022-23 starts on Page 41.

DESCRIPTION OF THE COMMUNITY

McKinleyville is an unincorporated community of Humboldt County in the north coastal region of California 300 miles north of San Francisco. McKinleyville has an approximate population of 16,262 according to 2020 data from the U. S. Census Bureau. It is the third largest community population area in Humboldt County behind Eureka (26,512) and Arcata (18,857). McKinleyville borders the Pacific Ocean and has a mild climate year-round with frequent fog and moderate to heavy precipitation mainly between October and April. Because of the combination of coastal, mountain and valley areas, residents have the opportunity for a wide range of recreational activities. Just minutes from McKinleyville, you can surf, fish for salmon and steelhead, hike underneath the world's tallest trees and bike the Pacific Coast Trail.

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

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

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

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

DESCRIPTION OF THE DISTRICT

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

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

MCSD purchases its wholesale water supply from the Humboldt Bay Municipal Water District, which diverts water from its million-gallon tank on Essex Hill under the Mad River to MCSD's Grant A. Ramey Pump Station at North Bank and Azalea Roads. Water is then pumped to storage tanks at McCluski Hill, Cochran Road and Norton Road; MCSD's six storage tanks have a combined capacity of 5.25 million gallons, approximately a 36-hour supply for our 7,500 water customers.

All sewage for MCSD's 6,600 customers is treated at the Wastewater Management Facility at Hiller Park. MCSD maintains approximately 65 miles of sewer mains. MCSD recycles treated wastewater for agricultural irrigation at the Fischer Irrigation Site, Pialorsi Irrigation Site, and at Hiller Park. With a major upgrade of the Wastewater Management Facility completed in 2019, MCSD is committed to maintaining its sewage collection, treatment and disposal systems as a model for other communities.

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

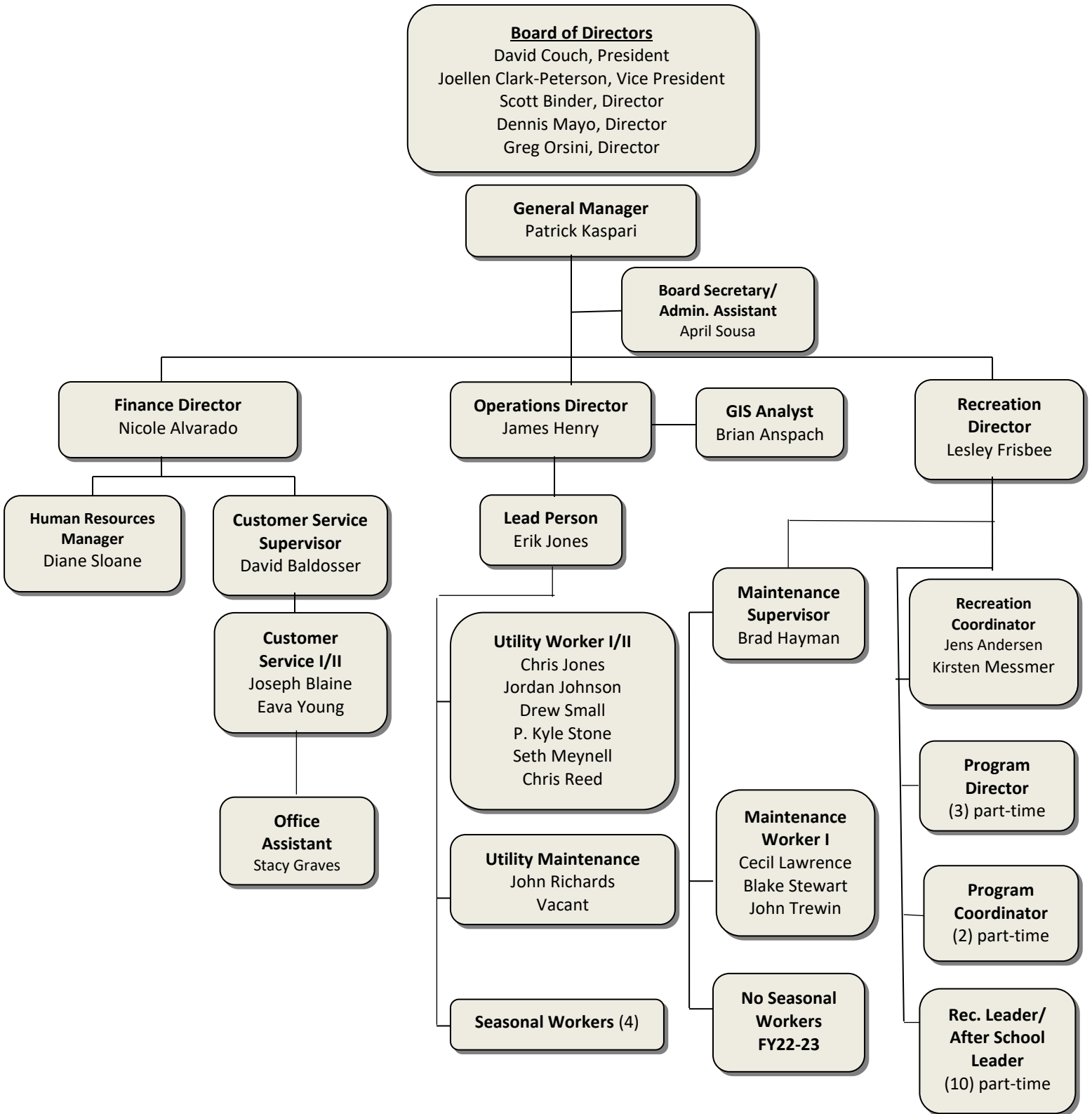
**McKINLEYVILLE COMMUNITY SERVICES DISTRICT
MISSION STATEMENT**

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

**Estimated Employee Full Time Equivalents
For the Fiscal Year ending June 30, 2023**

	Full-Time Benefitted	Part-Time & Seasonal	Total FTEs
General Manager	1	0	1
Support Services	6	1	6.5
Operations	11	4	13
Parks & Recreation	7	15	9
Total	25	20	29.5

McKinleyville Community Services District
Organization Chart: Fiscal Year 2022-23
 Revised May 2022



McKinleyville Community Services District
Exhibits of Financial Information
Budget for the year ending June 30, 2023

Table of Contents

Page 08 Fund Budget Summary and Projected Fund Balance

Page 10 Budget & Graphs, Water Fund

Page 11 Budget & Graphs, Wastewater Fund

Page 12 Budget & Graphs, Streetlights Fund

Page 13 Budget & Graphs, Parks/General Fund

Page 14 Budget & Graphs, Measure B Fund

Page 15 Historical Data

Page 19 10-Year Capital Improvement Plans

Page 24 Capital Expenditures Overview and Narratives

Page 29 Strategic Plan Summary 2019-2024

Page 41 Appropriations Limit Calculations

McKinleyville Community Services District
DRAFT Budget Summary: Net Position - All Funds
FY2022-23

Net Position may serve over time as a useful indicator of a government's financial position. In the case of the District, total assets and deferred outflows of resources are projected in the budget to exceed liabilities and deferred inflows of resources by \$36,950,942 as of June 30, 2023.

The District's total net position is made up of three components: (1) net investment in capital assets, (2) restricted net position, and (3) unrestricted net position.

At the end of the Fiscal Year, June 30, 2023, the net position of the District is projected to increase from the FY20-21 total of 33,602,091. A small increase of approximately 2% or \$652,008 is projected for the current fiscal year FY21-22. An increase of approximately 8% for the proposed budgeted year will result in a total net position of \$36,950,942.

An increase in total revenues are projected for the end of the current year of 26%, or \$2,789,884 for a total of \$13,590,821 from all revenue sources. This compares to a smaller increase projected for the upcoming budget year of 19% or \$2,556,642 for a total of \$16,147,463 in projected revenues for FY22-23.

Total expenditures are projected to increase at the end of the current year by 3% or \$253,033 for a total of \$8,727,713 for all expenditure types. This compares to an overall increase projected for the coming budget year of 26% or \$2,312,106 for a total of \$11,039,819 projected budgeted expenditures for FY22-23.

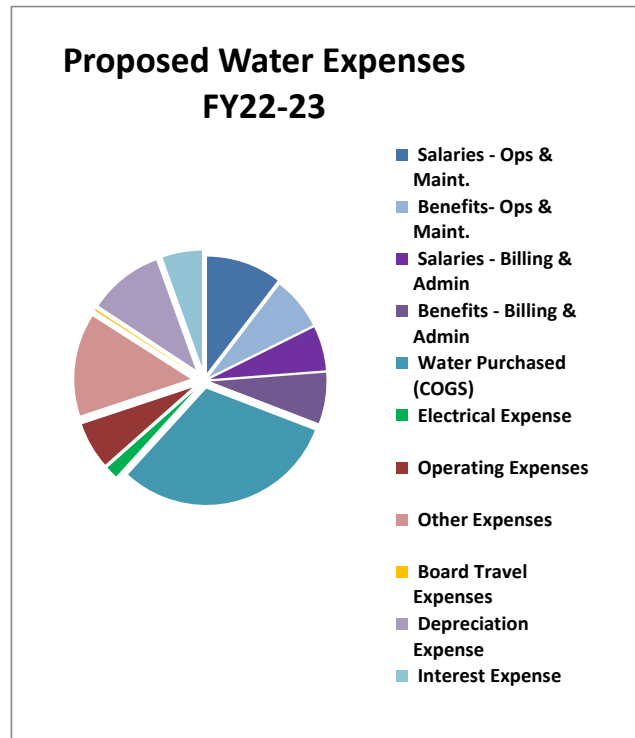
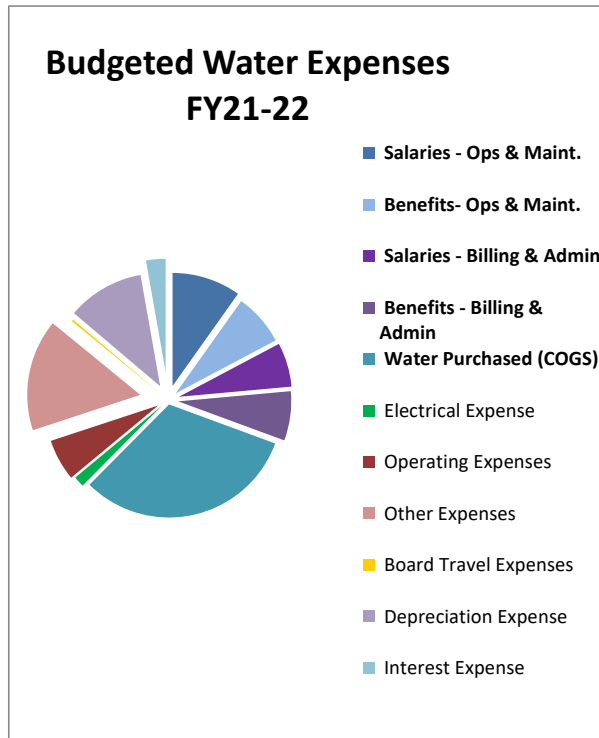
Overall net position is projected to change positively in the current fiscal year. In the coming year, projected net position will increase moderately due to grant revenues and their associated investment in the District's capital assets. In the Enterprise Funds, a larger increase is projected in the Wastewater Fund than the Water Fund due to multiple large projects occurring at the same time including the microgrid and undercrossings. In the Governmental Funds, the Parks General Fund will see an increase in revenues due to grants to build a BMX track, skatepark, and improvements to Azalea Hall. These revenues will be offset by associated capital expenditures. In the Streetlight Fund, budgeted expenditures exceed budgeted revenues due to planned pole inspections however this deficit is offset by accumulated surpluses from prior years.

McKinleyville Community Services District
Summary DRAFT Budgets - All Funds
FY 2022-23

Description	Water Fund	Wastewater Fund	Streetlights Fund	Gen'l/Parks Fund	Measure B Fund	Total (Memorandum Only)
Revenues						
Water Sales	4,434,226					4,434,226
Sewer Service Charges		4,371,210				4,371,210
Capacity Fees	150,000	200,000				350,000
Streetlight Charges			105,930			105,930
Program Fees				257,380		257,380
Facility Fees				59,850		59,850
Property Taxes				712,575		712,575
Measure B Assessment					221,304	221,304
Open Space Fees				132,400		132,400
Contributions & Other Program				1,652		1,652
Other Revenue & Capital Project Grants	1,735,800	2,081,692	18,500	35,940		3,871,932
Contributed Construction	25,000	25,000				50,000
Proceeds from Long Term Debt (Gov't only)						-
Quimby Fees/Capital Proj. Grants				1,487,952		1,487,952
Interest Revenue	50,000	50,000	50	35,002	6,000	141,052
Total Revenues	6,395,026	6,727,902	124,480	2,722,751	227,304	16,197,463
Expenditures						
Salaries & Benefits - Operations & Maint.	690,701	748,569	3,380			1,442,650
Salaries & Benefits - Billing & Admin	516,298	488,304	50,349			1,054,951
Salaries & Benefits - Rec Programs				283,781		283,781
Salaries & Benefits- Parks Maintenance				246,162	67,288	313,450
Salaries & Benefits- Parks&Rec Admin				397,565		397,565
Water Purchased (COGS)	1,210,000					1,210,000
Water & Electrical Expense	67,000	205,500	18,300			290,800
Operating Expenses	251,900	363,000				614,900
Other Expenses	554,296	598,153	18,090			1,170,539
Other Expenditures - Rec Programs				14,325		14,325
Other Expenditures - Parks Maintenance				124,770	32,325	157,095
Other Expenditures - Parks&Rec Admin				117,725		117,725
Depreciation Expense	400,000	1,225,000				1,625,000
Board Travel Expense	8,000	6,000	400	1,100		15,500
CalPERS UAL - Gov't Funds only				10,000		10,000
Debt Service - Gov't Funds only					93,674	93,674
Interest Expense	215,801	406,318		33,744	33,744	689,607
Parks/Meas.B Capital Expenditures			47,000	1,491,256		1,538,256
Total Expenditures	3,913,996	4,040,844	137,519	2,720,429	227,030	11,039,819
Excess (Deficit)	2,481,030	2,687,058	(13,039)	2,323	274	5,157,644
Fund Balance - July 1, 2021						
Fund Balance - July 1, 2021	11,593,015	21,273,675	78,648	1,212,410	(555,657)	33,602,091
Projected Surplus (Deficit) FY2021-22	1,760,091	3,175,649	41,307	(7,797)	(6,142)	4,963,108
Debt Principal FY2021-22 (Enterprise only)	(166,746)	(588,819)				(755,565)
New Borrowing FY2021-22(Enterprise only)						-
Capital Expenditure FY2021-22(Enterprise)	(207,037)	(3,348,498)				(3,555,534)
Projected Fund Balance June 30, 2022	12,979,324	20,512,007	119,955	1,204,613	(561,799)	34,254,099
Budgeted Excess (Deficit) FY2022-23	2,481,030	2,687,058	(13,039)	2,323	274	5,157,644
Anticipated Borrowing FY2022-23(Enterprise)	-	-				-
Capital Project grant funding (contingent)	1,599,000	1,927,750				3,526,750
Debt Principal FY2022-23 (Enterprise only)	(170,730)	(601,721)				(772,451)
Capital Expenditure FY2022-23(Enterprise)	(2,853,000)	(2,362,100)				(5,215,100)
Projected Fund Balance June 30, 2023	14,035,623	22,162,994	106,916	1,206,935	(561,526)	36,950,942

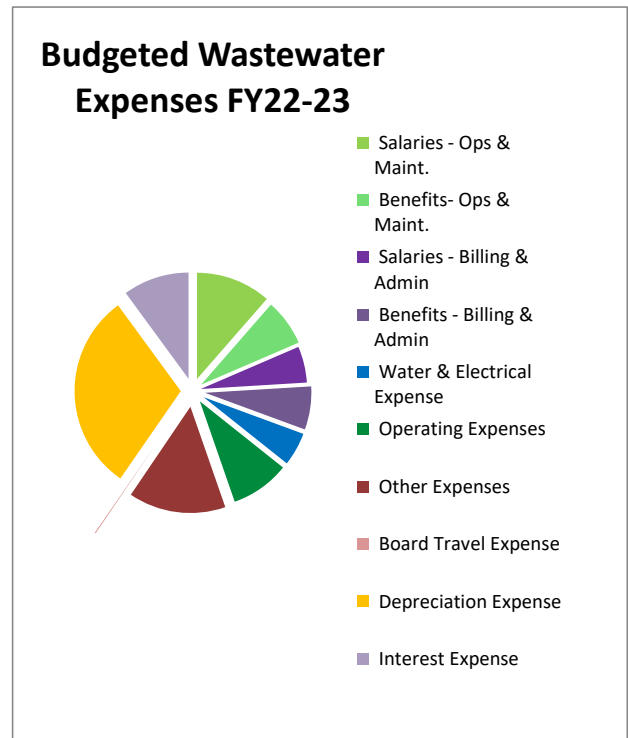
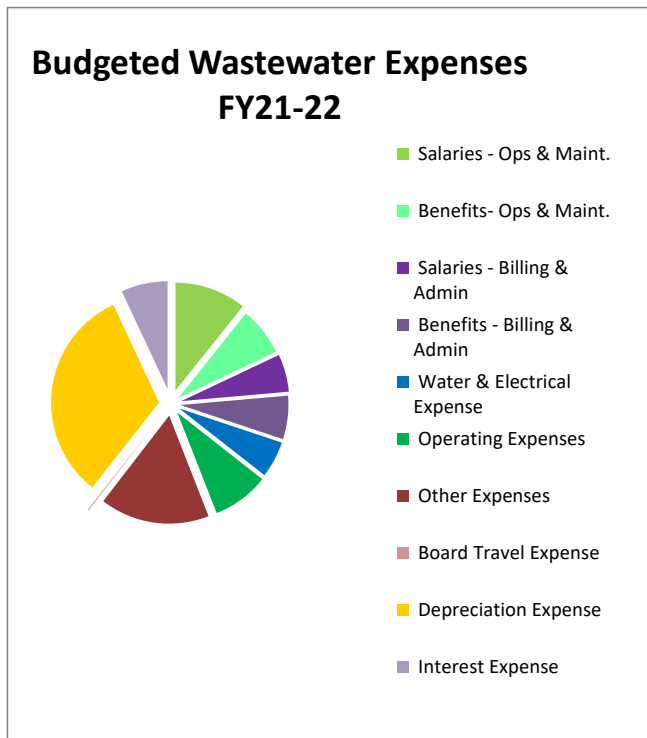
McKinleyville Community Services District
Enterprise Funds: Water DRAFT Operating Budget
FY 2022-23

Description	Water Fund Approved Budget FY21-22		Water Fund Proposed Budget FY22-23		Difference (Memorandum Only)	
	Amount	Percentage	Amount	Percentage	Amount	Percentage
Water Revenues						
Water Sales	4,190,549	68%	4,434,226	69%	243,677	6%
Capacity Fees	100,000	2%	150,000	2%	50,000	50%
Other Revenue	1,734,719	28%	1,735,800	27%	1,081	0%
Contributed Construction	100,000	2%	25,000	0%	(75,000)	-75%
Interest Revenue	50,000	0.8%	50,000	1%	-	0%
Total Revenues	6,175,268	100%	6,395,026	100%	219,758	4%
Water Expenses						
Salaries - Ops & Maint.	356,558	10%	406,914	10%	50,355	14.1%
Benefits- Ops & Maint.	269,382	7%	283,787	7%	14,406	5.3%
Salaries - Billing & Admin	228,947	6%	240,335	6%	11,388	5.0%
Benefits - Billing & Admin	255,765	7%	275,963	7%	20,198	7.9%
Water Purchased (COGS)	1,154,476	32%	1,210,000	31%	55,524	4.8%
Electrical Expense	56,000	2%	67,000	2%	11,000	19.6%
Operating Expenses	215,900	6%	251,900	6%	36,000	16.7%
Other Expenses	579,796	16%	554,296	14%	(25,500)	-4.4%
Board Travel Expenses	10,000	0.3%	8,000	0%	(2,000)	-20.0%
Depreciation Expense	400,000	11%	400,000	10%	-	0.0%
Interest Expense	101,114	3%	215,801	6%	114,687	113.4%
Total Expenses	3,627,939	100%	3,913,996	100%	286,058	8%
Excess (Deficit)	2,547,329		2,481,030			



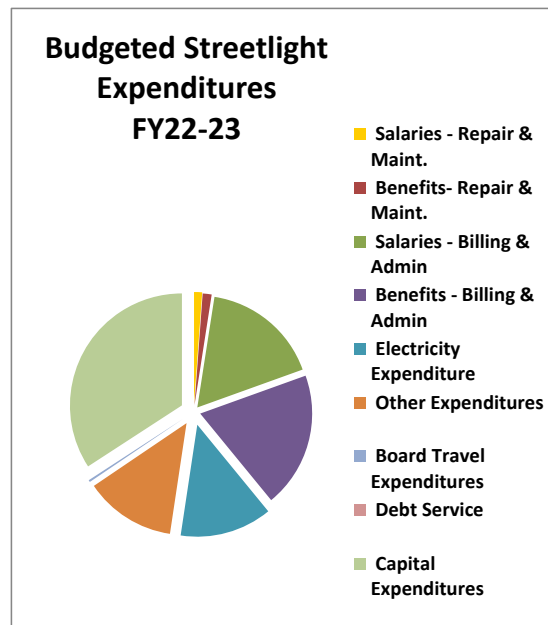
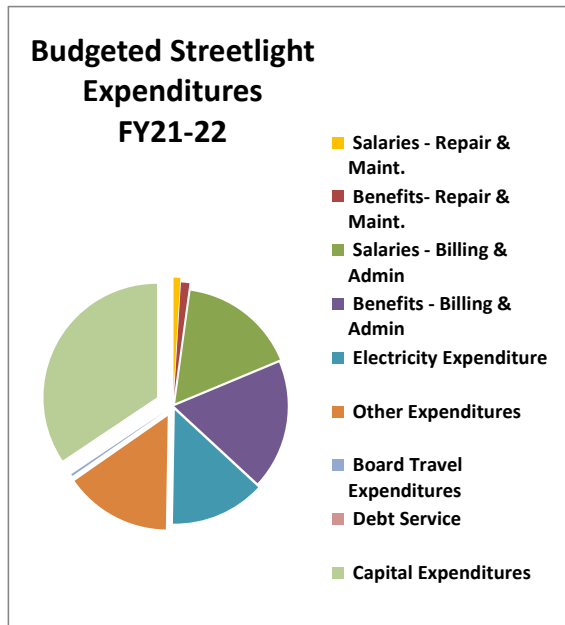
McKinleyville Community Services District
Enterprise Funds: Wastewater DRAFT Operating Budget
FY 2022-23

Description	Wastewater Fund Approved Budget FY21-22		Wastewater Fund Proposed Budget FY22-23		Difference (Memorandum Only)	
Wastewater Revenues						
Sewer Service Charges	4,181,750	64%	4,371,210	65%	189,460	5%
Capacity Fees	125,000	2%	200,000	3%	75,000	60%
Other Revenue	2,030,119	31%	2,081,692	31%	51,573	3%
Contributed Construction	75,000	1%	25,000	0%	(50,000)	-67%
Interest Revenue	75,000	1%	50,000	1%	(25,000)	-33%
Total Revenues	6,486,869	100%	6,727,902	100%	241,033	3.7%
Wastewater Expenses						
Salaries - Ops & Maint.	405,042	11%	461,376	11%	56,335	14%
Benefits- Ops & Maint.	274,035	7%	287,193	7%	13,157	5%
Salaries - Billing & Admin	212,836	6%	222,728	6%	9,892	5%
Benefits - Billing & Admin	245,896	7%	265,576	7%	19,680	8%
Water & Electrical Expense	206,500	5%	205,500	5%	(1,000)	0%
Operating Expenses	320,000	8%	363,000	9%	43,000	13%
Other Expenses	619,650	16%	598,153	15%	(21,497)	-3%
Board Travel Expense	6,000	0%	6,000	0%	-	0%
Depreciation Expense	1,225,000	32%	1,225,000	30%	-	0%
Interest Expense	263,008	7%	406,318	10%	143,310	54%
Total Expenditures	3,777,966	100%	4,040,844	100%	262,878	7.0%
Excess (Deficit)	2,708,903		2,687,058			



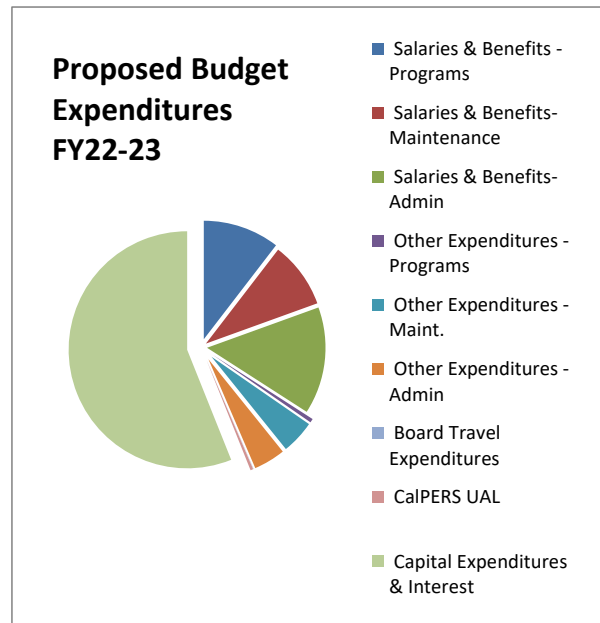
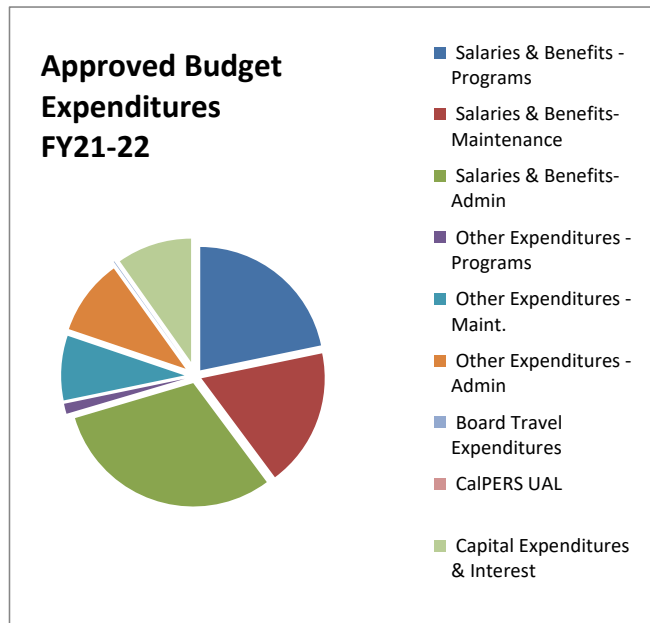
McKinleyville Community Services District
Streetlights Fund DRAFT Operating Budget
FY 2022-23

Description	Streetlights Fund Approved Budget FY21-22		Streetlights Fund Proposed Budget FY22-23		Difference (Memorandum Only)	
Streetlight Revenues						
Streetlight Charges	100,885	84%	105,930	85%	5,044	5.0%
Other Charges	18,500	15%	18,500	15%	-	0.0%
Proceeds from Debt	-	0%	-	0%	-	0.0%
Interest Revenue	50	0%	50	0%	-	0.0%
Total Revenues	119,435	100%	124,480	100%	5,044	4%
Streetlight Expenditures						
Salaries - Repair & Maint.	1,314	1%	1,602	1%	288	21.9%
Benefits- Repair & Maint.	1,643	1%	1,778	1%	135	8.2%
Salaries - Billing & Admin	22,617	17%	23,443	17%	826	3.7%
Benefits - Billing & Admin	24,829	18%	26,906	20%	2,077	8.4%
Electricity Expenditure	18,300	13%	18,300	13%	-	0.0%
Other Expenditures	20,573	15%	18,090	13%	(2,483)	-12.1%
Board Travel Expenditures	400	0%	400	0%	-	0.0%
Debt Service	-	0%	-	0%	-	0.0%
Capital Expenditures	47,000	34%	47,000	34%	-	0.0%
Total Expenditures	136,676	100%	137,519	100%	843	1%
Excess (Deficit)	(17,241)		(13,039)			



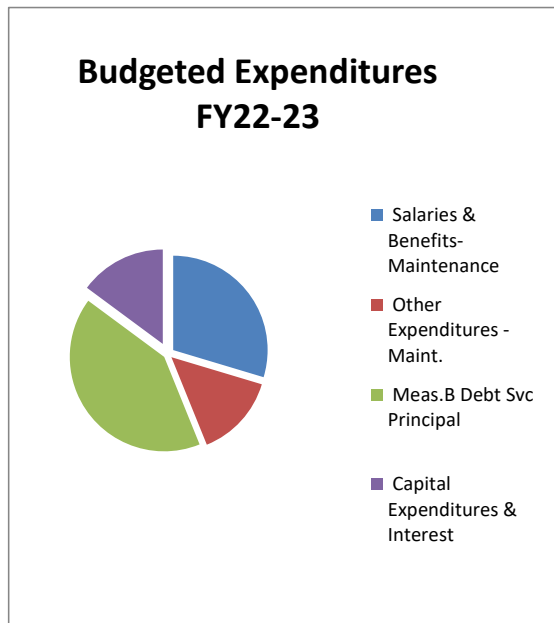
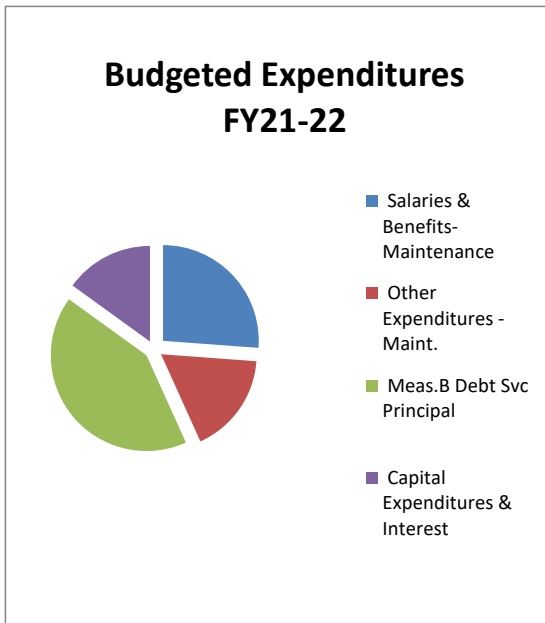
McKinleyville Community Services District
Parks/General Fund DRAFT Operating Budget
FY 2022-23

Description	Parks/General Fund Approved Budget FY2021-22		Parks/General Fund Proposed Budget FY2022-23		Difference (Memorandum Only)	
						Incr(decr)
Revenues						
Program Fees	242,280	19%	257,380	9%	15,100	6.2%
Facility Fees	49,150	4%	59,850	2%	10,700	21.8%
Property Taxes	664,824	53%	712,575	26%	47,752	7.2%
Open Space Fees	126,600	10%	132,400	5%	5,800	4.6%
Contributions & Other Program	1,650	0%	1,652	0.1%	2	0.1%
Other Revenue	25,712	2%	35,940	1%	10,228	39.8%
Quimby Fees/ Grants/Loans	105,000	8%	1,487,952	55%	1,382,952	1317.1%
Interest Revenue	35,000	2.8%	35,002	1.3%	2	0.0%
Total Revenues	1,250,216	100%	2,722,751	100%	1,472,536	117.8%
Expenditures						
Salaries & Benefits - Programs	270,708	22%	283,781	10%	13,073	4.8%
Salaries & Benefits- Maintenance	224,907	18%	246,162	9%	21,255	9.5%
Salaries & Benefits- Admin	380,740	31%	397,565	15%	16,825	4.4%
Other Expenditures - Programs	16,550	1%	14,325	1%	(2,225)	-13.4%
Other Expenditures - Maint.	105,245	8%	124,770	4.6%	19,525	18.6%
Other Expenditures - Admin	123,225	10%	117,725	4.3%	(5,500)	-4.5%
Board Travel Expenditures	1,100	0.1%	1,100	0.0%	-	0.0%
CalPERS UAL	-	0%	10,000	0.4%	10,000	0.4%
Capital Expenditures & Interest	122,000	10%	1,525,000	56%	1,403,000	1150.0%
Total Expenditures	1,244,475	100%	2,720,429	100%	1,475,954	118.6%
Excess (Deficit)	5,741		2,323			



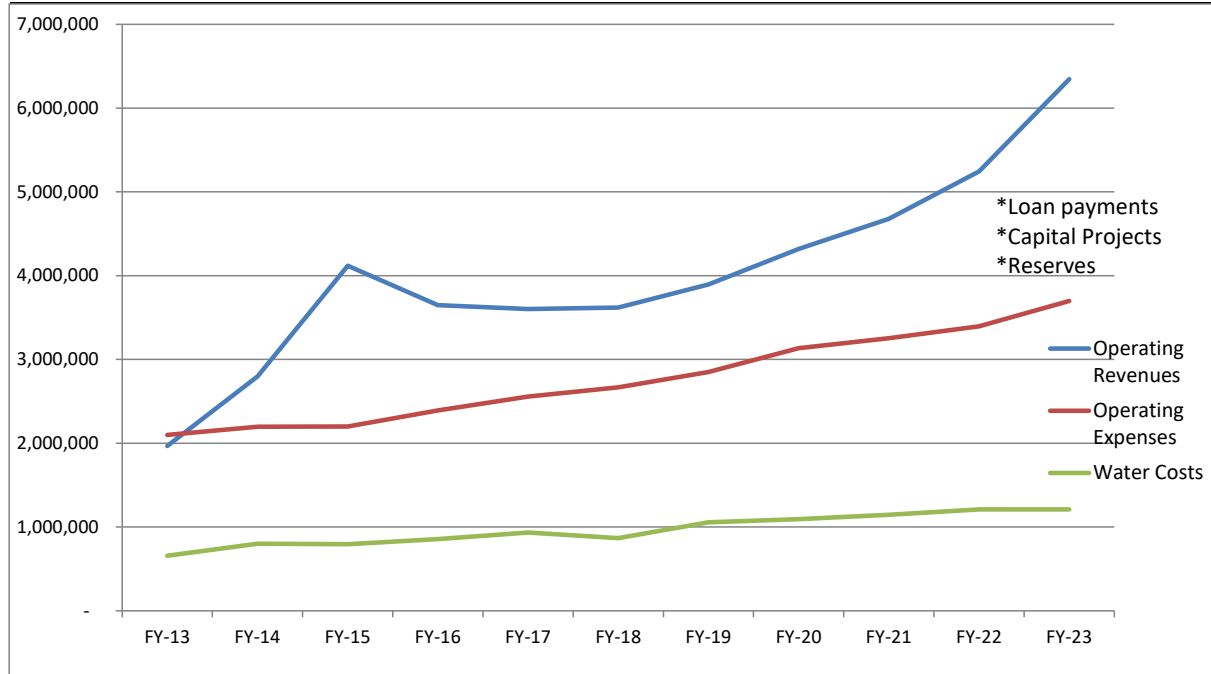
McKinleyville Community Services District
Measure B Fund DRAFT Operating Budget
FY 2022-23

Description	Measure B Fund Approved Budget FY21-22		Measure B Fund Proposed Budget FY22-23		Difference (Memorandum Only)	
						Incr(decr)
Revenues						
Measure B Assessment	221,304	98%	221,304	97%	-	-1%
Grants/Contributions	-	0%	-	-	-	0%
Other Revenue	-	0%	-	0%	-	0%
Proceeds from Debt	-	-	-	0%	-	0%
Quimby Fees/ ReservesDraw	-	0%	-	0%	-	0%
Interest Revenue	3,700	1.6%	6,000	2.6%	2,300	1%
Total Revenues	225,004	100%	227,304	100%	2,300	1%
Expenditures						
Salaries & Benefits- Maintenance	58,756	26%	67,288	30%	8,532	15%
Other Expenditures - Maint.	38,325	17%	32,325	14%	(6,000)	-16%
Meas.B Debt Svc Principal	93,674	42%	93,674	41%	-	0%
Capital Expenditures & Interest	33,744	15%	33,744	15%	-	0%
Total Expenditures	224,499	100%	227,030	100%	2,532	1%
Excess (Deficit)	505		274		(232)	



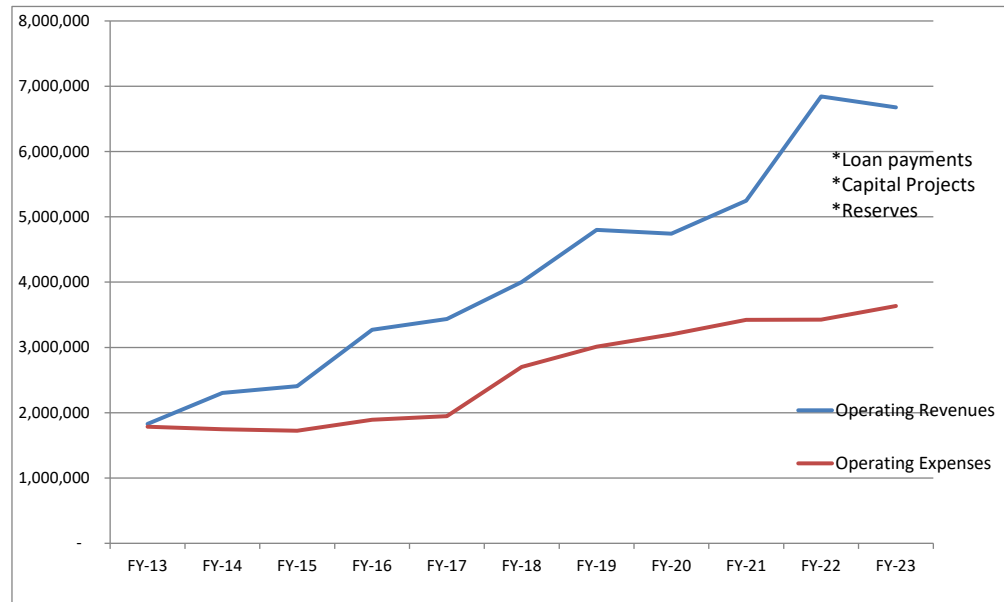
McKinleyville Community Services District
Water Enterprise Fund
Historical Analysis
Fiscal Years Ended (Ending) June 30, 2013-2023

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual Est.	Budget
Operating Revenues											
Water Sales	1,665,273	2,237,058	2,855,251	2,971,172	3,307,872	3,201,667	3,333,250	3,689,722	4,038,710	4,078,993	4,434,226
Other Water Revenues	302,600	561,962	1,263,244	677,733	293,149	416,418	560,739	628,746	639,929	1,167,185	1,910,800
Total Operating Revenues	1,967,873	2,799,019	4,118,496	3,648,905	3,601,020	3,618,085	3,893,989	4,318,467	4,678,638	5,246,177	6,345,026
Operating Expenses											
Salaries & Benefits	776,264	766,832	820,713	901,568	961,086	873,905	793,755	884,086	940,282	972,936	1,203,497
Water Cost	657,440	801,270	795,098	855,642	933,907	867,122	1,056,472	1,094,722	1,147,401	1,210,400	1,210,000
Other Expenses	363,133	325,537	258,732	290,102	314,758	562,998	610,340	700,340	754,257	816,594	884,696
Depreciation	302,545	303,585	325,895	344,400	346,630	363,985	389,295	455,902	411,197	395,372	400,000
Total Operating Expenses	2,099,382	2,197,224	2,200,438	2,391,712	2,556,381	2,668,010	2,849,862	3,135,050	3,253,138	3,395,302	3,698,193
Net Operating Income (Loss)	(131,509)	601,796	1,918,057	1,257,193	1,044,639	950,075	1,044,127	1,183,417	1,425,500	1,850,876	2,646,833
Interest Income	10,565	11,079	15,510	19,797	31,579	41,491	79,233	85,414	48,234	26,598	50,000
Interest Expense	(86,060)	(81,588)	(75,483)	(72,104)	(68,446)	(64,890)	(61,108)	(57,336)	(53,320)	(117,383)	(215,801)
Net Income (Loss)	(207,005)	531,286	1,858,084	1,204,887	1,007,773	926,676	1,062,252	1,211,494	1,420,414	1,760,091	2,481,031



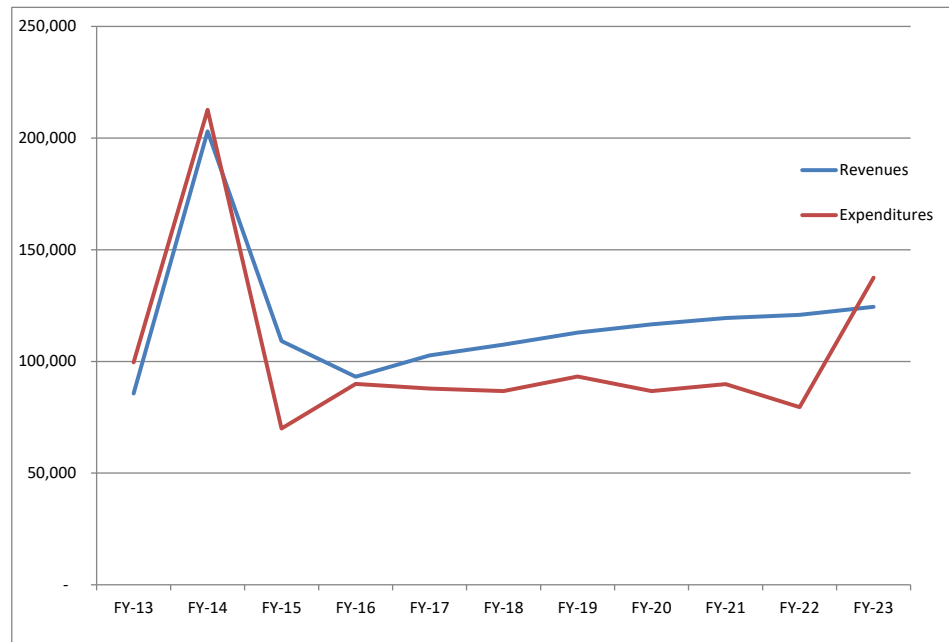
McKinleyville Community Services District
Wastewater Enterprise Fund
Historical Analysis
Fiscal Years Ended (Ending) June 30, 2013-2023

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual Est.	Budget
Operating Revenues											
Wastewater Service Charges	1,502,097	1,768,170	2,062,271	2,519,832	3,062,739	3,333,752	3,705,348	3,716,614	3,969,885	4,047,562	4,371,210
Other Wastewater Revenues	326,569	536,218	345,588	750,463	373,867	667,985	1,095,942	1,024,698	1,276,414	2,796,369	2,306,692
Total Operating Revenues	1,828,665	2,304,387	2,407,859	3,270,295	3,436,606	4,001,736	4,801,290	4,741,313	5,246,299	6,843,931	6,677,902
Operating Expenses											
Salaries & Benefits	798,884	843,382	865,751	966,967	990,442	1,040,516	991,199	1,040,090	1,172,658	1,216,779	1,246,020
Other Expenses	525,512	441,704	388,878	462,582	502,182	832,570	819,105	946,210	973,100	992,264	1,163,506
Depreciation	462,065	462,621	469,397	464,200	453,677	829,508	1,201,128	1,211,865	1,276,998	1,216,872	1,225,000
Total Operating Expenses	1,786,461	1,747,706	1,724,026	1,893,749	1,946,301	2,702,594	3,011,431	3,198,164	3,422,757	3,425,915	3,634,526
Net Operating Income (Loss)	42,204	556,681	683,833	1,376,547	1,490,305	1,299,142	1,789,858	1,543,149	1,823,542	3,418,015	3,043,376
Interest Income	20,701	18,989	20,496	21,382	30,154	48,208	120,116	135,107	85,047	48,473	50,000
Interest Expense	(37,857)	(37,521)	(31,558)	(27,900)	(23,803)	(198,112)	(225,072)	(313,825)	(225,790)	(290,839)	(406,318)
Net Income (Loss)	25,048	538,149	672,771	1,370,029	1,496,656	1,149,238	1,684,902	1,364,431	1,682,799	3,175,649	2,687,058



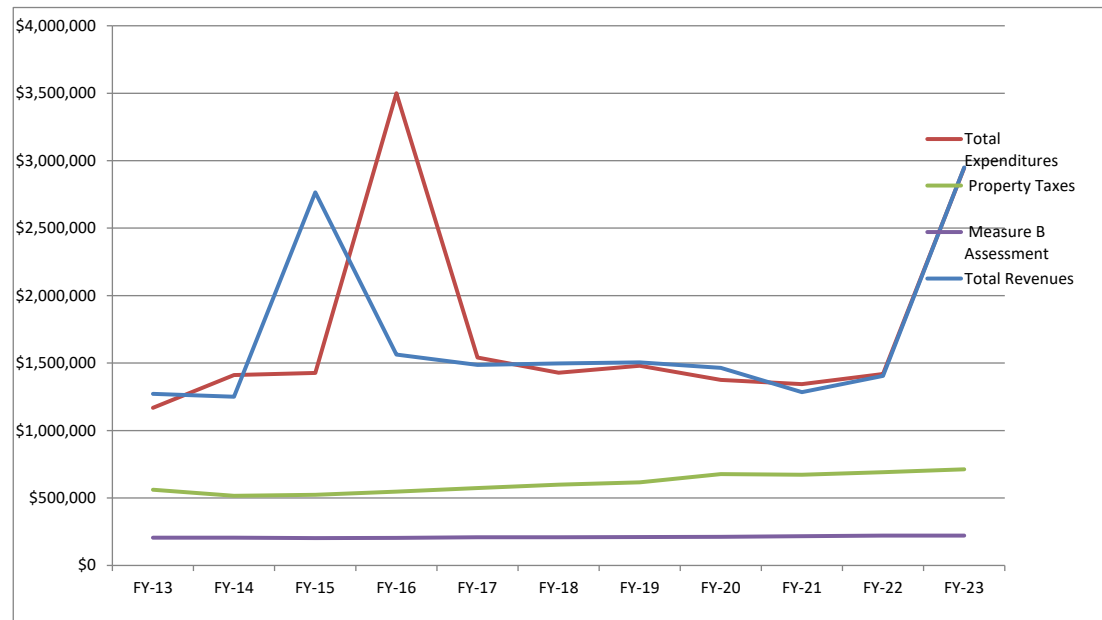
McKinleyville Community Services District
Streetlight Fund
Historical Analysis
Fiscal Years Ended (Ending) June 30, 2013-2023

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual Est.	Budget
Revenues	85,658	203,009	109,123	93,109	102,744	107,557	112,870	116,620	119,403	120,844	124,480
Expenditures											
Salaries & Benefits	35,260	45,591	35,942	40,767	37,296	36,852	38,155	39,693	51,443	40,856	48,744
Other Expenditures	47,119	43,141	31,804	29,261	30,719	30,022	35,272	37,198	38,409	38,646	41,775
Debt Service	-	-	-	19,865	19,865	19,865	19,865	9,863	-	-	-
Capital Expenditures	17,250	123,950	2,229	-	-	-	-	-	-	-	47,000
Total Expenditures	99,629	212,681	69,975	89,893	87,880	86,739	93,293	86,753	89,853	79,502	137,519
Excess (Deficit)	(13,971)	(9,672)	39,148	3,216	14,864	20,817	19,578	29,868	29,551	41,342	(13,039)



McKinleyville Community Services District
Parks & Recreation, Measure B Assessment, & General Fund
Historical Analysis
Fiscal Years Ended (Ending) June 30, 2013-2023

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual Est.	Budget
Combined Revenues											
Programs	309,625	324,140	320,470	360,399	384,959	374,327	285,629	198,879	153,616	223,348	237,880
Rentals	58,779	66,980	67,407	85,536	89,029	96,868	87,948	69,903	11,947	59,670	59,850
Property Taxes	560,445	516,221	523,970	547,214	574,220	598,430	615,380	677,798	671,671	691,821	712,575
Measure B Assessment	205,420	206,270	202,749	204,177	208,775	209,573	210,254	212,622	217,031	221,304	221,304
State Bonds & Grants	-	10,000	25,000	48,876	-	-	7,215	10,128	1,920	5,000	1,477,952
Other Revenue	134,120	120,119	1,612,221	296,868	212,637	198,827	244,785	243,124	191,965	169,102	205,492
Interest Revenue	3,216	6,755	12,773	19,661	16,287	18,799	53,839	51,911	35,578	34,554	35,002
Total Revenues	1,271,604	1,250,484	2,764,590	1,562,731	1,485,907	1,496,824	1,505,049	1,464,365	1,283,728	1,404,799	2,950,055
Combined Expenditures											
Salaries & Benefits	786,004	846,593	909,802	859,611	920,016	975,993	1,017,783	961,057	914,368	986,477	975,993
Other Expenditures	309,326	386,777	348,872	2,401,700	458,267	323,053	308,048	288,697	276,857	306,672	352,793
Debt Service	-	-	36,228	79,968	82,831	84,288	85,798	88,872	92,054	93,674	93,674
Capital Expenditures	73,024	177,463	132,323	158,519	80,568	45,473	69,128	36,025	61,264	32,000	1,525,000
Total Expenditures	1,168,355	1,410,834	1,427,225	3,499,798	1,541,682	1,428,807	1,480,757	1,374,652	1,344,542	1,418,823	2,947,459
Combined Excess (Deficit)	103,249	(160,349)	1,337,365	(1,937,067)	(55,775)	68,017	24,292	89,714	(60,815)	(14,024)	2,596



McKinleyville Community Services District
 Enterprise Funds **DRAFT** Capital Improvement Project Budget
 For the Fiscal Years Ending June 30, 2023 - 2032

(All numbers in \$000s)

	1	2	3	4	5	6	7	8	9	10
	June 30, 2023	June 30, 2024	June 30, 2025	June 30, 2026	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032
1. Heavy Equipment										
Totals:	130	350	20	177	10	190	500	0	0	20
2. Utility Vehicles										
Totals:	40	45	90	45	45	73	73	75	47	79
3. Water System										
Totals:	5,217	10,215	3,527	2,017	1,026	1,042	1,062	1,290	1,020	1,580
4. Sewer System										
Totals:	4,085	8,073	2,262	1,257	1,368	1,292	7,347	1,492	3,322	4,745
5. Office, Corporation Yard & Shops										
Totals:	770	1,510	1,500	10	0	14	0	10	0	10
6. Computers, Software & Equipment										
Totals:	18	46	161	17	12	12	17	12	12	17
7. Reclamation (Fischer & Pjalorsi Ranches)										
Totals:	150	25	5	5	5	15	5	5	5	5

McKinleyville Community Services District
 Enterprise Funds **DRAFT** Capital Improvement Project Budget
 For the Fiscal Years Ending June 30, 2023 - 2032

(All numbers in \$000s)

	1	2	3	4	5	6	7	8	9	10
	June 30, 2023	June 30, 2024	June 30, 2025	June 30, 2026	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032
8. Small Equipment & Other										
Totals:	20	20	20	35	42	20	15	20	20	15
Total Planned Expenditures	10,430	20,284	7,585	3,563	2,508	2,658	9,019	2,904	4,426	6,471
Departmental Allocations:										
Water Fund	5,706	11,201	4,423	2,159	1,081	1,197	1,115	1,349	1,060	1,651
Wastewater Fund	4,724	9,083	3,163	1,404	1,428	1,462	7,905	1,556	3,367	4,821
Total	10,430	20,284	7,585	3,563	2,508	2,658	9,019	2,904	4,426	6,471
Internal Funds/Reserves/Debt - District Share	7,439	10,127	7,585	3,563	2,508	2,658	9,019	2,904	4,426	6,471
Potential Grant Funding Expected	2,991	10,157								

McKinleyville Community Services District
 General Fund **DRAFT** (Parks & Recreation) Capital Improvement Project Budget
 For the Fiscal Years Ending June 30, 2023 - 2032

(All numbers in \$000s)

	1	2	3	4	5	6	7	8	9	10
	June 30, 2023	June 30, 2024	June 30, 2025	June 30, 2026	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032
1. Hiller Park & Sports Complex Projects										
Totals:	0	50	30	25	0	8	19	0	0	0
2. Pierson Park Projects										
Totals:	98	0	12	0	75	0	0	0	0	0
3. Azalea Hall Projects										
Totals:	187	38	31	6	11	6	21	111	0	6
4. McKinleyville Activity Center Projects										
Totals:	0	20	117	111	0	0	0	100	0	0
5. Other Park Projects & Equipment										
Totals:	24	11	0	11	0	12	0	12	18	17

McKinleyville Community Services District
 General Fund **DRAFT** (Parks & Recreation) Capital Improvement Project Budget
 For the Fiscal Years Ending June 30, 2023 - 2032

(All numbers in \$000s)

	1	2	3	4	5	6	7	8	9	10
	June 30, 2023	June 30, 2024	June 30, 2025	June 30, 2026	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032
6. Law Enforcement Facility Projects										
Totals:	0	0	11	10	0	21	0	0	0	0
7. McKinleyville Library Projects										
Totals:	16	0	6	20	21	0	0	0	0	0
8. Teen & Community Center										
Totals:	0	5	0	20	0	5	0	0	40	0
9. Projects Contingent Upon Grant Funding										
Totals:	0	20	30	50	50	0	0	0	0	0
10. Projects Funded by Quimby & Other Funds										
Skate Park/ Washington property proj Totals:	1,200	2,032	0	25	0	0	0	0	0	0
Total Planned Capital Expenditures	1,525	2,176	237	278	157	52	40	223	58	23

McKinleyville Community Services District
 Streetlights Fund **DRAFT** Capital Improvement Project
 For the Fiscal Years Ending June 30, 2023 - 2032

	1	2	3	4	5	6	7	8	9	10
	June 30, 2023	June 30, 2024	June 30, 2025	June 30, 2026	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032
1. Heavy Equipment										
Totals:	0	0	83	0	0	0	0	0	0	0
2. Poles and Lights										
Totals:	47	0	0	0	0	0	0	0	0	0
Total Planned Expenditures	47	0	83	0	0	0	0	0	0	0

***DRAFT Capital Improvement Plan
Water, Sewer and Streetlights Funds
Fiscal Year 2022-23***

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

CAPITAL IMPROVEMENT PROGRAM PROJECT DISCUSSION

Heavy Equipment and Utility Vehicles

In 1998, the Board adopted a Fleet Replacement Plan to ensure that MCSD's fleet of heavy equipment and utility vehicles would be replaced in an approximately ten-year cycle. At present, the Water and Wastewater Funds plan to replace one of the District's cars. Funds have also been set aside for the replacement of the oldest of the District's backhoes, which has been serving the District since 1979.

Water System

The largest Water project for FY2022-23 is the construction phase of the proposed 4.5 million gallon new storage tank. The purchase of the property where the tank will be located is included in the project funding. The project is expected to be between 20% to 40% complete in FY22-23, with a maximum of \$6.198 million expended. Of that, 75% (\$4.65 million) will be grant funded. The District has issued Certificates of Participation (COPs), a debt instrument, to fund the balance of the project.

\$500,000 is budgeted for a recoating project scheduled this year. Each tank recoating cycle is approximately 20 to 30 years for preventative maintenance to avoid corrosion and maintain structural integrity. Other projects currently proposed for the Water Fund include upgrading the emergency generator (\$50,000); \$8,000 to upgrade the computer used for reading meters; and \$10,000 to upgrade the digital control and radio telemetry system. The fire hydrant system is still scheduled to be upgraded. The District will use this \$7,000 budget item to upgrade dry barrel hydrants in commercial areas to wet barrel hydrants.

\$2,500,000 is scheduled for the Water Main Rehabilitation/ Replacement Project. Half of that is a set-aside, per the last Board approved Rate Study. The other half is for the start of water main replacement on Central Avenue, and is debt-funded (COPs). Other projects that may need to accumulate Repair & Replacement reserves for future execution include the Mad River crossing and the upgrade of the Digital control and radio telemetry system.

Wastewater System

The \$240,000 set aside annually to pay for the next bio-solids project has been reduced to \$200,000 annually, as the cost of the bio-solids removal in FY21-22 was lower than expected. These should occur on a five-to-seven year cycle. \$25,000 has been set aside to fund the new National Pollutant Discharge Elimination System (NPDES) permit studies that will be part of the new permit requirements. \$70,000 is allocated for an engineering study on the upgrade of the WWMF's disinfection system. \$1,500,000 is budgeted for the Wastewater Mainline Rehabilitation/ Replacement Project. As with the Water side of this project, half is a set-aside of rates to build up reserves, as approved by the Board in the 2018 rate study. The other half is to start work on the Central Avenue portion of the project.

The Undercrossing project budget portion for the current fiscal year is \$1,149,000, with the balance being budgeted for the next fiscal year. Of that, the District is responsible for 25% with the rest being grant funded. The Micro-grid Solar Project at the Wastewater Management Facility should be completed, with \$12,000 budgeted as an ongoing Repair & Replacement reserve, which is designated for continuing as-needed replacement for pumps and generators. Other significant Wastewater projects include lift station pump and generator replacements (\$40,000), a sewer-main camera unit (\$30,000), and \$75,000 to start armoring the WWMF ponds.

The remaining projects are for smaller dollar amounts. \$5,000 for an underground pipe locator and camera, \$6,000 for a self-contained breathing apparatus (SCBA), and \$6,000 for repairs & replacement of smaller pumps and motors. Funding for these smaller projects will come from pay-go funding according to the approved Reserves policy for the maintenance and replacement of capital infrastructure.

Office, Corporation Yard, Computers and Software

\$150,000 has been budgeted to finish the architectural design of the District's operations and administrative office, with renovations to be completed in the following years. \$600,000 has been budgeted for purchase of the property behind the District offices if it ever comes up for sale. \$20,000 has been set aside for major repairs to the existing offices. \$10,000 has been set aside for the regular upgrade and replacement of office equipment and printers. An additional \$8,000 has been added for AutoCAD software.

Reclamation (Fischer & Pjalorsi Ranch)

\$100,000 has been budgeted to populate a portion of the ranch with trees for the Biofiltration (Tree Farm) project and continue restoration the perc ponds into suitable off-stream habitat for salmon and other aquatic species. This is a grant-funded project, with the grant administered by CalTrout. A total of \$50,000 is available for replacement and maintenance of underground valves and piping, irrigation pipes and fittings, improvements on the Pjalorsi house and the Fischer house.

Small Equipment and Other

\$20,000 in total has been set aside in this line item for the replacement of various types of emergency or miscellaneous equipment.

Streetlights

\$40,000 for a safety and longevity inspection of all the District's streetlight poles. Replacement of some failing photocells is scheduled, with a \$5,000 budget, along with \$2,000 for pole replacement if needed.

Note on Appendix A – Water & Sewer Funds Capital Improvement Program

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

***DRAFT Capital Improvement Plan
Parks and General Fund
Fiscal Year 2022-23***

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

CAPITAL IMPROVEMENT PROGRAM PROJECT DISCUSSION

Utility Vehicles and Equipment

In 1998, the Board adopted a Fleet Replacement Plan to ensure that MCSD's aging fleet of service vehicles would be replaced in an approximately ten-year cycle. Where possible, the District has started to exchange some of the heavier utility vehicles with light compact trucks for savings in capital and operating costs. One light duty truck is scheduled to be replaced in fiscal year 2022-23. One mower will also be replaced.

Facility Projects

\$6,000 has been budgeted from regular funds for replacement of the furnace in Azalea Hall. Replacement of the Hewitt Room floor, installation of a French-drain system around the building, replacement of the range-hood exhaust and fire suppression system, along with window coverings, the range-oven, and the PA system are all dependent on receiving \$177,952 in Prop 68 Grant funding. The fire suppression system in the McKinleyville Activity Center is also part of the Prop 68 grant funding.

\$6,000 is budgeted from regular funds for the replacement of the furnace at the McKinleyville Library. A \$10,000 grant is being sought for the replacement of the Library flooring. Quimby funds might also be considered to support the completion of this project.

Parks and Trails Projects

\$8,000 has been budgeted for the removal of a Monterey pine and the repair of that section of the retaining wall forming the roundabout in Pierson Park. A \$90,000 grant is being sought to bring the Pierson Park restrooms up to current ADA compliance. The Skate Park and the BMX Track & Park projects have grant budgets of \$400,000 and \$800,000 respectively. These projects are 100% grant-dependent and will not be undertaken unless the grant funding is received.

Small Equipment, Contingency and Other

Nothing has been set aside in the upcoming fiscal year for unanticipated capital emergency equipment repair or replacement of greater than \$5,000. Smaller and less expensive (more than \$500 but less than \$5,000) new equipment and emergency replacement of existing equipment cannot generally be anticipated. These are considered expenditures, rather than capital assets, and are included in the repairs/maintenance/supplies line of the Parks & General Fund Operating Budget.

Note on Attachment 2 – Parks & General Fund DRAFT Capital Improvement Plan

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

Strategic Plan

2019-2024

McKinleyville Community
Services District



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APPENDIX A: Progress Reports A-1

Plan Revisions

Date	Description of Change

Introduction

Purpose

This Strategic Plan (Plan) exists to empower the McKinleyville Community Services District (District) to accomplish its mission by providing vision and specific objectives for the next five years.

The Plan was updated in July 2019 by the District's Board of Directors and staff with the understanding that it is a living document that will be reviewed regularly and revised as needed to better serve the District and the McKinleyville community. The Plan was purposefully fashioned as a succinct, workable document so that it can be easily used to:

- Measure District success
- Generate focused work plans
- Adopt comprehensive, goal-oriented budgets
- Communicate District values and direction to the community

History

The McKinleyville Community Services District created on April 7, 1970 when McKinleyville's voters voted to form the District. Initially, the District had authority to serve water and treat sewer wastes. In 1972, the voters added street lighting powers, in 1985 the voters added recreational powers and in 1995 the voters authorized construction of the McKinleyville Library.

Services

The District boundary encompasses 12,140 acres ranging from North Bank Road on the south to Patrick's Creek on the north and has over 5,300 active water services and 4,470 active sewer connections. The District is an independent, special district governed by a five member Board of Directors. The District provides the following services:

- Water
- Wastewater
- Street Lights
- Open Space
- Parks & Recreation
- Library Services

Mission, Vision & Values

Mission

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

Vision

The District is an engaged, collaborative and responsible public agency that is committed to enhancing and preserving McKinleyville's quality of life through the implementation of clear and forward thinking policies and plans for service provision within its scope of power.

The District has established the following visionary goals for the next five years:

1

The Parks & Recreation Department has developed and implemented an effective strategy that will close the gap between revenues and expenses, allowing for the long term sustainability of the department.

2

The District is prepared for a major natural disaster and the public is educated and aware of MCSD's role in response to a major natural disaster.

3

The District will know the number of building permits allocated by the county within the District AND will know the impact accommodating allocated permits will have on District capacity.

4

The District will have an effective strategic partnership plan in place.

5

The District will have acquired the property for a community forest and will have a plan for sustainable management of said property.

Mission, Vision & Values

Values

The Board of Directors has collectively established the following core values, along with the defining traits, culture and actions.

INTEGRITY

- Definition - Truthfulness; Saying what you mean and doing what you say.
- Culture - Trustworthy performance; Incorruptible.
- Actions - Communicate using non-discriminatory language; Provide clear and factually accurate information to public, staff and fellow board members; Make decisions transparently; Form opinions/make judgments based on facts, not assumptions.

RESPONSIBILITY

- Definition - Dependable and accountable; Doing what is necessary in the best possible way and with the best possible intentions.
- Culture - Accepting all consequences, both good and bad; Adaptive Management.
- Actions - Follow through with commitments and follow up to evaluate results and outcomes; Give full attention to listening to public, staff and/or fellow board members during discussion and comment periods; Accept ownership of decisions and all results/outcomes/consequences of decisions; do not engage in blaming or making excuses; Focus decision making to that which serves the best interest of McKinleyville residents within the powers of the MCSD (water, sewer, streetlights, parks & rec and library powers).

FAMILY

- Definition - Group/Unit that is not always chosen, connected by commonalities and shared experience with defined roles.
- Culture - Efficiency, lightheartedness, respect, listening (open eared), care for members, forgiveness, and understanding with respected leadership.
- Actions - Listen to HEAR, not to REPLY; focus listening until person stops talking and THEN formulate your reply; Do not engage in gossip; Remain mindful and considerate of commonalities between self and others when engaging in challenging dialogue; Volunteer in the community; Express gratitude, regularly and often; Develop a shared vision and goal that we work to achieve together.

Mission, Vision & Values

Values Cont.

FAIRNESS

- Definition - Decisions based on rules, facts and circumstances.
- Culture - Consideration given to all facets in a consistent manner.
- Actions - Clearly communicate criteria for fairness in decisions; Judge according to facts; leave out emotion, 'shoulds', judgements and assumptions; Listen and give due consideration to all sides of an issue with an open mind before forming opinions or making judgements and decisions; Give equitable and consistent consideration to issues and options when making decisions.

Goals & Objectives

GOAL 1

The Parks & Recreation Department has developed and implemented an effective strategy that will close the gap between revenues and expenses, allowing for the long term sustainability of the department.

ACTION DESCRIPTION	PARTY / DEPT RESPONSIBLE	BEGIN DATE	DUE DATE	RESOURCES REQUIRED (staff, tech, etc.)	HAZARD FORECAST	DESIRED OUTCOME
Plan and Implement an annual "Spirits & Appetizers" Event as a fundraiser in Coordination with a local non-profit	Rec. Director	7/1/2019	2/28/2020	Willing & interested non-profit; Volunteers; Vendors; Activity & Teen Ctrs	No interested and willing non-profit; competing events;	Raise minimum of \$10,000 in first year
Add 2-3 revenue generating classes/programs to annual offerings	Rec. Coordinators	7/1/2019	6/30/2023	Facility space; available staff/instructors; supplies and/or technology depending on program	No interest in classes; will not generate revenue exceeding the cost of offering;	Increase dept. revenue by \$5k-\$10k
Implement a comprehensive marketing plan	Rec. Director	6/15/2019	6/30/2020	Staff time; money to invest in marketing strategies	Lack of resources to invest in marketing; possibility of not getting return on investment of marketing.	Increase facility revenue by \$8k-\$15k
Survey community to determine feasibility of increasing Measure B Assessment amount	GM & Rec. Director	7/1/2021	12/31/2021	Consultant/contractor to implement survey and write report	Lack of resources to hire consultants; community does not support increase.	Increase is feasible; know amount of feasible increase based on community support
Implement process for re-assessment of Measure B at higher rate	GM & Rec. Director	1/1/2022	11/10/2022	Consultant/contractor to implement process for reassessing measure B	Community does not support increase	Community supports reassessment and votes to increase in measure tax

Goals & Objectives

GOAL 2

The District is prepared for a major natural disaster and the public is educated and aware of MCSD's role in response to a major natural disaster.

ACTION DESCRIPTION	PARTY / DEPT RESPONSIBLE	BEGIN DATE	DUE DATE	RESOURCES REQUIRED (staff, tech, etc.)	HAZARD FORECAST	DESIRED OUTCOME
Plan and implement Public Education materials related to Disaster Preparedness and the District	EOP Team	8/1/2019	12/31/2019	Staff time; materials	Public does not participate; method of distributing materials does not reach whole community;	Disaster preparedness Education materials related the District's role and the roles of community members are available and distributed widely
Host 2-3 public workshops or trainings related to disaster preparedness specific to McKinleyville	EOP Team	1/2/2020	6/30/2022	Staff time; facility space; materials/resources	Public does not participate; Outreach/invitation methods not effective; lack of staff time	Workshops hosted and community feedback regarding increased knowledge evaluated
Create process for updating public. Outline all methods of putting information out to public.	EOP Team & Admin Staff	5/1/2020	12/31/2020	Staff Time	Lack of staff time; methods are not effective	Information campaign is ready to launch and surveys of public indicate an increase in awareness and knowledge

Goals & Objectives

GOAL 3

The District will know the number of building permits allocated by the county within the District AND will know the impact accommodating allocated permits will have on District capacity.

ACTION DESCRIPTION	PARTY / DEPT RESPONSIBLE	BEGIN DATE	DUE DATE	RESOURCES REQUIRED (staff, tech, etc.)	HAZARD FORECAST	DESIRED OUTCOME
Create process by which county permit allocation information is shared with the District	GM	7/29/2019	12/31/2019	Staff time; County Staff time/participation	County does not cooperate	Process is effective and efficient for collecting the necessary data
Integrate County information into District's Hydraulic Flow Analysis	GIS Tech	1/1/2020	6/30/2020	Staff time; County zoning and building permit data; hydraulic analysis software; GIS software;	Inadequate data or format of data;	Integrated data allows analysis of zoning, planning and hydraulic capacity.
Determine or set annual date for providing this information to the MCSD Board of Directors	GM, GIS Tech and BOD	7/1/2020	8/31/2020	Staff time; Modeling analysis; coordination w/county	Lack of agreement between county and MCSD related to the outcome of the analysis.	An annual date is set and agreed upon by both county and MCSD

Goals & Objectives

GOAL 4

The District will have an effective strategic partnership plan in place.

ACTION DESCRIPTION	PARTY / DEPT RESPONSIBLE	BEGIN DATE	DUE DATE	RESOURCES REQUIRED (staff, tech, etc.)	HAZARD FORECAST	DESIRED OUTCOME
Create a comprehensive list of existing partnerships including projects in progress or completed through the partnership	GM & Dept. Heads	6/1/2021	6/30/2021	Staff time	Lack of staff time; lack of participating/willing partners	List serves as a resource for current and future work of the District
Create a comprehensive list of potential partnerships that have not yet been developed	GM & Dept. Heads, BOD	2/1/2022	3/32/2022	Staff time	Lack of staff time; lack of participating/willing partners	List serves as a resource for current and future work of the District
Create a rubric for determining when to partner, with whom and for what	GM & Dept. Heads, BOD	7/1/2021	12/31/2021	Staff time	Lack of staff time	Rubric exists to guide partnership decisions
Outline the required steps and considerations for developing and implementing partnership agreements	GM & Dept. Heads	1/1/2022	6/30/2022	Staff time	Lack of staff time	Clear guidelines and expectations for staff to follow when developing partnerships and engaging in work with existing partners.
Create a rubric of criteria for measuring the effectiveness of a partnership	GM & Dept. Heads, BOD	7/1/2022	12/31/2022	Staff time	Lack of staff time	Rubric exists to measure effectiveness of partnership

Goals & Objectives

GOAL 5

The District will have acquired the property for a community forest and will have a plan for sustainable management of said property.

ACTION DESCRIPTION	PARTY / DEPT RESPONSIBLE	BEGIN DATE	DUE DATE	RESOURCES REQUIRED (staff, tech, etc.)	HAZARD FORECAST	DESIRED OUTCOME
Define amenities of Community Forest as desired by the community residents	GM, Rec. Dir & BOD	1/1/2019	12/31/2021	Staff time; public input; resources/materials	Lack of public participation	Parameters are defined for a Community Forest
Identify potential properties	GM & BOD	1/1/2022	12/31/2023	Staff time	Lack of available property	Potential properties are identified and available
Identify funding for acquisition of property	GM, Rec. Dir & BOD	7/1/2022	6/30/2024	Staff time	Lack of funding options; lack of public support for new taxes	Funding for acquisition obtained.
Identify Forest management strategies for identified properties	Forest Consultant	1/1/2023	12/31/2024	Resources to fund consultant; staff time	Lack of resources for consultant; lack of resources to support management strategies	Management strategies identified are feasible and funded.

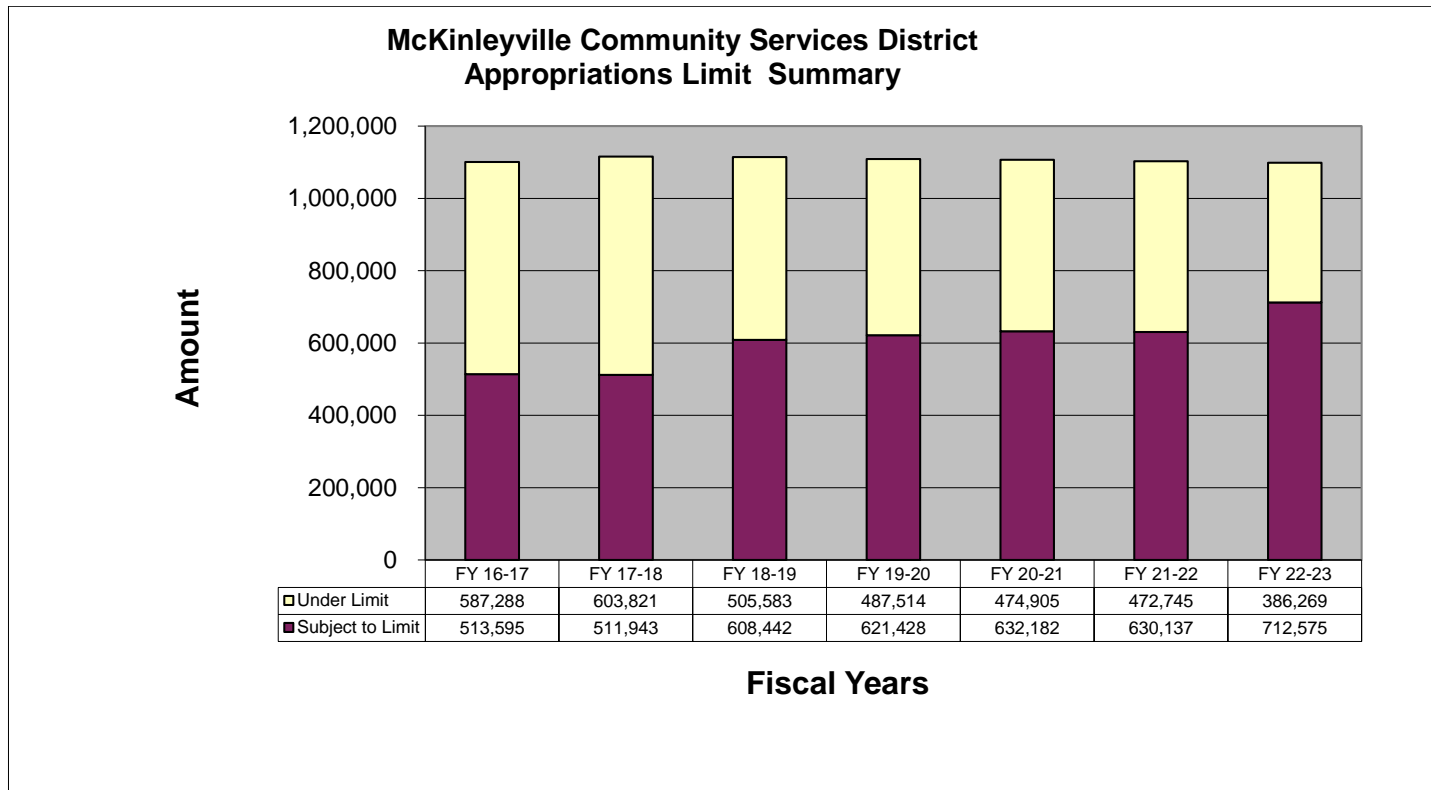
Plan Review, Revisions & Reporting

The District will review this Plan at least once annually to ensure that the Plan continues to be accurate and best serve the needs of the District. Plan revisions may be made at any time. All revisions must be approved by the Board of Directors. A record of revisions will be kept on the Table of Contents page.

At the end of each fiscal year, the General Manager will prepare a brief report for the Board of Directors summarizing the progress that has been made toward attaining the District's goals and objectives. Reports will be included in the Appendix of this Plan.

McKinleyville Community Services District Appropriations Limit Calculation Summary FY 22-23 Budget

Prior Year Final Appropriation Limit		\$ 1,102,882
Allowed Compounded Percentage Increase from Prior Year ⁽¹⁾		
Non-Residential Assessed Valuation Percent Change	0.222%	
MCSD Unincorporated County Population Percent Change	-0.600%	
Compounded Percentage as an Adjustment Factor	-0.380%	
Annual Adjustment Amount to Appropriation Limit		(4,189)
Current Year Appropriation Limit		1,098,693
Current Year Adopted Budget Appropriations From Proceeds of Taxes ⁽²⁾		
Proceeds of Taxes From Adopted Budget ⁽³⁾	728,204	
Less Allowable Exclusion of Certain Appropriations ⁽³⁾	(11,583)	
Current Year Appropriations Subject to Appropriation Limit		716,621
Current Year Appropriations Under the Appropriation Limit ⁽³⁾		\$ (382,072)
Percentage Under the Limit		-35%



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

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

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

Summary of Appropriations From Proceeds of Taxes	From Non Proceeds of Taxes	From Proceeds of Taxes	Total Appropriations
General Fund	2,221,852	728,204	2,950,055
Street Lighting Fund	124,480	-	124,480
Water Fund	6,395,026	-	6,395,026
Wastewater Fund	6,727,902	-	6,727,902
Total Proceeds and Non Proceeds of Taxes	15,469,259	728,204	16,197,463

Summary of Exclusions	
Court Order Costs	-
Federal Mandates	11,583
Qualified Capital Equipment	-
Qualified Debt Service	-
Total Exclusions to Appropriations Subject to Limit	11,583

McKinleyville Community Services District
APPROPRIATIONS LIMIT CALCULATION
FY 22-23 Budget

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

	Estimated User Fees Revenues & Expenditures	Allocation By Activity			
		Parks	Street Lighting	Water Operations	Wastewater Operations
GENERAL FUND - Parks					
Charges for Services	298,830	298,830			
Miscellaneous Fees & Reimbursements	35,792	35,792			
Total General Fund	334,622	334,622	-	-	-
Street Lighting Fund	124,480		124,480		
Water Operations Fund	6,395,026			6,395,026	
Wastewater Operations Fund	6,727,902				6,727,902
Total Estimate of User Fees	13,582,030	334,622	124,480	6,395,026	6,727,902
Current Year Adopted Budget					
Operations & Equipment	9,535,887	1,415,758	90,519	3,995,966	4,033,644
Allocations for Improvements	-				
User Fees (Under) or in Excess of Costs	4,046,143	(1,081,136)	33,961	2,399,060	2,694,258

McKinleyville Community Services District
APPROPRIATIONS LIMIT CALCULATION
FY 22-23 Budget

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

PROCEEDS AND NON-PROCEEDS OF TAXES REVENUE ANALYSIS	Revenue Estimates (1)	Use of Reserves or Fund Balances (2)	Net of Other Uses or Transfers To Other Funds	Net of Other Sources or Transfers From Other Funds	Total Appropriation of Funds (3)	Appropriations From	
						Non-Proceeds of Taxes	Proceeds of Taxes
General Fund							
Property Tax	712,575				712,575	-	712,575
Special Assessment	221,304				221,304	221,304	-
Charges for Services	298,830				298,830	298,830	-
Grants	1,498,152				1,498,152	1,498,152	-
Development Fees	142,400				142,400	142,400	-
Interest (4)	41,002				41,002	25,374	-
Miscellaneous Fees & Reimbursements	35,792				35,792	35,792	15,628
Other Financing Sources	-				-	-	-
Other Sources	-				-	-	-
TOTAL GENERAL FUND REVENUES	2,950,055	0	0	0	2,950,055	2,221,852	728,204
Street Lighting Fund	124,480	13,039				124,480	
Water Fund	6,395,026	(3,148,030)				6,395,026	
Wastewater Fund	6,727,902	(3,512,110)				6,727,902	
Debt Service Fund	-					-	
Total All Funds	16,197,463	(6,647,101)	-	-	2,950,055	15,469,259	728,204

(1) See Worksheet 2.1 for Detail to all Funds

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

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

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

**McKinleyville Community Services District
Revenue Estimates Detail
FY 22-23 Budget**

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

Fnd	Acct	Estimated Revenue (2)	Less Non- Proceeds of Taxes	Net Proceeds of Taxes	Comments
General Fund - Parks					
41050	ADMIN FEE	5,200	5,200		Reimbursement for Services
42020	PROC. FEES	1,800	1,800		User Fees for Services
42030	BAD CHECK FEES	40	40		Miscellaneous Fees and Reimbursements
43002	REFUNDS/REBATES	100	100		Miscellaneous Fees and Reimbursements
43195	OTHER OP. REV.	2,000	2,000		Miscellaneous Fees and Reimbursements
43197	LEASE REVENUE	16,800	16,800		Use of Property fees
44000	OPEN SPACE FEES	113,600	113,600		Development Fees
45000	OPEN SPACE FEES	18,800	18,800		Development Fees
47050	MSC PAYROLL REM	-	-		Miscellaneous Fees and Reimbursements
47999	EVENT RENTALS	22,600	22,600		User Fees for Services
48000	COMM. EVENTS	-	-		User Fees for Services
48001	VENDOR CONTRACT	27,800	27,800		User Fees for Services
48002	EVENT SERVICES	1,300	1,300		User Fees for Services
48010	INSURANCE FEES	150	150		User Fees for Services
48020	AD INCOME	8,000	8,000		User Fees for Services
48040	COMMISSIONS VND	-	-		User Fees for Services
48050	REC. PROGRAMS	237,880	237,880		User Fees for Services
48051	FRF DISCOUNT	(700)	(700)		User Fees for Services
48055	PROGRAM GRANTS	20,200	20,200		Related to Restricted Grants
48070	SALE OF SCRAP	-	-		Use of Property fees
50001	INT. REVENUE	41,002	25,374	15,628	Allocated
51001	SECURED TAXES	712,575		712,575	
51060	MEASURE B ASSMT	221,304	221,304		Special Assessment Restricted Specific Use
52000	OTHER INCOME	-	-		Miscellaneous Fees and Reimbursements
53001	CONTRIBUTIONS	1,652	1,652		Donations
53002	QUIMBY FEES	10,000	10,000		Development fees
54001	STATE GRANTS	1,477,952	1,477,952		Related to Restricted Grants
57000	GAIN ON DISPOSAL	10,000	10,000		Miscellaneous Fees and Reimbursements
Total General Fund		2,950,055	2,221,852	728,204	

Street Lighting

41050	ADMIN FEE	15,000	15,000		
42020	PROC. FEES	3,500	3,500		
43195	OTHER OP. REV.	-	-		
47001	ST. LIGHT CHGS	98,819	98,819		
47001	ST. LIGHT CHGS	7,111	7,111		
50001	INT. REVENUE	50	50		
Total Street Lighting		124,480	124,480	-	User Fees for Services

Water Fund

40000	WATER BASE CHG	1,868,000	1,868,000		
40001	MTR. WATER SALE	2,566,226	2,566,226		
41001	NEW SVC. FEES	25,000	25,000		
41002	INSTALLATION FEES	-	-		
41020	PL. CK. FEE DEP	1,000	1,000		
42001	PERMIT FEES	1,000	1,000		
42010	CONN. FEES	150,000	150,000		
42020	PROC. FEES	15,000	15,000		
42030	BAD CHECK FEES	500	500		
42040	RECONN. FEES	3,000	3,000		
42050	DCV INSPECTION	22,000	22,000		
43010	REC. BAD DEBTS	900	900		
43190	CELL TOWER REV.	18,000	18,000		
43195	OTHER OP. REV.	15,000	15,000		
43197	LEASE REVENUE	3,600	3,600		
43198	PAVING FEES	3,000	3,000		
43199	SERVICE UPGRADE	-	-		

**McKinleyville Community Services District
Revenue Estimates Detail
FY 22-23 Budget**

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

Fnd	Acct	Estimated Revenue (2)	Less Non- Proceeds of Taxes	Net Proceeds of Taxes	Comments
46000	AFTER HRS CHGS	500	500		
48060	EQUIP USAGE FEE	450	450		
48070	SALE OF SCRAP	350	350		
50001	INT. REVENUE	50,000	50,000		
50005	LATE CHARGES	12,500	12,500		
51011	CONTRIB CONST	25,000	25,000		
52000	OTHER INCOME	1,000	1,000		
54001-2	GRANTS	1,599,000	1,599,000		
56000	GAIN ON DISPOSAL	4,000	4,000		
57000	UNREALIZED GAIN/LOSS	10,000	10,000		
Total Water		6,395,026	6,395,026	0	User Fees for Services
Wastewater Fund					
40002	SWR SVC CHGS.	4,371,210	4,371,210		
40010	STORM WATER FEE	350	350		
41001	NEW SVC. FEES	30,000	30,000		
41002	INSTALLATION FEES	-	-		
41020	PL. CK. FEE DEP	1,000	1,000		
41040	SWR CONST PRMT	2,500	2,500		
42001	INSPECTION FEES	-	-		
42010	CONN. FEES	200,000	200,000		
42020	PROC. FEES	-	-		
42030	BAD CHECK FEES	300	300		
42040	RECONN. FEES	-	-		
42050	DCV INSPECTION	-	-		
43010	REC. BAD DEBTS	900	900		
43190	CELL TOWER REV.	18,000	18,000		
43195	OTHER OP. REV.	6,500	6,500		
43197	LEASE REVENUE	64,392	64,392		
43198	PAVING FEES	1,000	1,000		
46000	AFTER HRS CHGS	-	-		
48060	EQUIP USAGE FEE	-	-		
48070	SALE OF SCRAP	-	-		
50001	INT. REVENUE	50,000	50,000		
50005	LATE CHARGES	13,000	13,000		
51011	CONTRIB CONST	25,000	25,000		
52000	OTHER INCOME	2,000	2,000		
54001-2	GRANTS	1,927,750	1,927,750		
56000	GAIN ON DISPOSAL	4,000	4,000		
57000	UNREALIZED GAIN/LOSS	10,000	10,000		
Total Wastewater		6,727,902	6,727,902	0	User Fees for Services
Debt Service					
Total Debt Service		-	-	-	Debt Related
Total All Funds		16,197,463	15,469,259	728,204	

McKinleyville Community Services District
APPROPRIATIONS LIMIT CALCULATION
FY 22-23 Budget

Calculation of Appropriations Subject to Limit (Worksheet #4 of Guidelines)

	<u>Adopted Budget</u>
Total Appropriations From Proceeds of Taxes (From Worksheet # 2)	\$ 728,204
Less Allowed Exclusions (From Worksheet #7)	(11,583)
Current Year Appropriations Subject to Limit	<u>\$ 716,621</u>
Current Year Appropriations Limit (From Worksheet #6)	1,098,693
Current Year Appropriations Over or (Under) Limit	<u>\$ (382,072)</u>
Percentage Over or (Under) Limit	<u><u>-35%</u></u>

McKinleyville Community Services District

APPROPRIATIONS LIMIT CALCULATION

FY 22-23 Budget

Population and Growth Factors (Worksheet #5 of Guidelines)

	Percent Change Indices		Percent Change in Population [1]		Allowed Annual Percent Growth in Appropriations Limit	Revised Appropriations Limit [2]
	Percent Change in Per Capita Personal Income [3]	Percent Change in Annual Non-Residential Assessed Valuation growth to Total Growth [4]	MCS D (Unincorporated County)	Humbolt County Total		
FY 08-09	4.29	22.13	0.83	0.64	123.14368%	540,411
FY 09-10	0.62	12.02	0.57	0.45	112.65851%	608,820
FY 10-11	-2.54	37.77	0.69	0.53	138.72061%	844,558
FY 11-12	2.51	10.50	0.72	0.66	111.29560%	939,956
FY 12-13	3.77	16.80	0.10	0.00	116.91680%	1,098,967
FY 13-14	3.10	0.02	0.50	0.40	100.51970%	1,104,678
FY 14-15	-0.23	0.50	-0.1	-0.03	100.43433%	1,109,476
FY 15-16	3.82	-0.08	-0.5	-0.30	99.42169%	1,103,060
FY 16-17	5.37	-0.30	0.1	0.00	99.80269%	1,100,883
FY 17-18	3.69	0.25	1.1	1.00	101.35177%	1,115,765
FY 18-19	3.67	0.25	-0.4	-0.30	99.84407%	1,114,025
FY 19-20	3.85	0.14	-0.6	-0.54	99.54377%	1,108,942
FY 20-21	3.73	0.23	-0.4	-0.50	99.83264%	1,107,086
FY 21-22	5.73	0.22	-0.6	-1.50	99.62020%	1,102,882
FY 22-23	7.55	0.03	-0.4	-0.30	99.63388%	1,098,844

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

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

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

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

McKinleyville Community Services District
APPROPRIATIONS LIMIT CALCULATION
FY 22-23 Budget

Appropriations Limit Calculation (Worksheet #6 of Guidelines)
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Prior Year Appropriations Limit (From Worksheet #5)	\$ 1,102,882
Current Year Growth Factors (From Worksheet #5)	
Non-Residential Assessed Valuation Percent Change	0.22%
MCSD Unicorporated County Population Percent Change	-0.60%
Compounded Total Percentage Adjustment Factor	-0.380%
Current Year Annual Adjustment Amount	\$ (4,189)
Other Adjustments to Limit (see detail worksheets)	
Reduction In Limit	
Loss of Responsibility	0
Transfer of Services to Private Sector	0
Transfer of Services to Fees	0
Increase in Limit	
Assumed Responsibility of Services	0
Total Adjustments to Limit	\$ -
Current Year Appropriations Limit	\$ 1,098,693

McKinleyville Community Services District
APPROPRIATIONS LIMIT CALCULATION
FY 22-23 Budget

Exclusions to Appropriations Limit (Worksheet #7 of Guidelines)
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	<u>Exclusions</u>
Court Orders	-
Federal Mandates	
Fair Labor Standards Act Payments	-
FICA and Medicare Payments	9,549
Unemployment Payments	2,033
Total Federal Mandates	<u>11,583</u>
Qualified Capital Outlays (Assets of over \$100,000)	-
Total Qualified Capital Outlays Paid From Proceeds of Taxes	<u>-</u>
Qualified Debt Service	
Total Qualified Debt Service Paid From Proceeds of Taxes	<u>-</u>
Total Exclusions	<u>11,583</u>

RESOLUTION 2022 – 18

**A RESOLUTION ESTABLISHING APPROPRIATIONS LIMITS FOR MCKINLEYVILLE
COMMUNITY SERVICES DISTRICT IN FISCAL YEAR 2021-22 PURSUANT TO ARTICLE
XIIIB OF THE CALIFORNIA CONSTITUTION**

WHEREAS, Pursuant to Article XIIIB of the California Constitution, the McKinleyville Community Services District is required to establish, by resolution, the limit to which funds derived from ad valorem taxes may be appropriated during Fiscal Year 2022-23; and

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

WHEREAS, the results of the Population Change Estimate have been included within the determination of the McKinleyville Community Services District appropriations limit for Fiscal Year 2022-23; and

WHEREAS, the McKinleyville Community Services District has determined that such limit should be established at \$1,098,693.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District does hereby establish the limit to which funds derived from ad valorem taxes may be appropriated during the Fiscal Year 2022-23 pursuant to the provisions of Article XIIIB of the California Constitution as \$1,098,693.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on June 1, 2022 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

David Couch, Board President

Attest:

April Sousa, Board Secretary

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **ACTION**

ITEM: E.6 **Consider Adoption of Resolution 2022-19, Instituting Stage 2 Water Conservation Measures as Required by Governor’s Executive Order N-7-20 & SWRCB Emergency Regulations**

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

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that the Board listen to Staff Report, discuss, take Public Comment and approve Resolution 2022-19 Instituting Stage 2 Water Conservation Measures.

Discussion:

In March 2022, the Governor issued Executive Order N-7-22 directing the State Water Resources Control Board (SWRCB) to develop an Emergency Order that includes or addresses several drought and water conservation measures. The three items of the Emergency Order that will impact the District are detailed below. Note that the following language is from the DRAFT order. The Final Order was scheduled for adoption at the May 24, 2022 SWRCB Board Meeting and go into effect on June 10, 2022.

Title 23. Waters

Division 3. State Water Resources Control Board and Regional Water Quality Control Board

Chapter 3.5 Urban Water Use Efficiency and Conservation

Article 2. Prevention of Drought Wasteful Water Uses

Section 996. Urban Drought Response Actions

- (b) Each urban water supplier shall submit to the Department of Water Resources a preliminary annual water supply and demand assessment consistent with section 10632.1 of the Water Code no later than June 1, 2022 and submit a final annual water supply and demand assessment to the Department of Water Resources no later than the deadline set by section 10632.1 of the Water Code.
- (c) Each urban water supplier that has submitted a water shortage contingency plan to the Department of Water Resources shall implement by June 10, 2022, at a minimum, the demand reduction actions identified in the supplier’s water shortage contingency plan adopted under Water Code 10632 for a shortage level of up to twenty percent (Level 2).
- (e) (1) To prevent the unreasonable use of water and to promote water conservation, the use of potable water is prohibited for the irrigation of non-functional turf at commercial, industrial, and institutional sites. (2) Notwithstanding subdivision (e)(1), the use of water is not prohibited by this section to the extent necessary to ensure the health of trees and other

perennial non-turf plantings or to the extent necessary to address an immediate health and safety need.

In compliance with paragraph (b), MCSD completed the Draft Annual Water Supply and Demand Assessment on the Department of Water Resources (DWR) spreadsheets and submitted it to DWR. The District's Final Annual Water Supply and Demand Assessment will be submitted to the DWR's Water Use Efficiency Data (WUEdata) website by July 1, 2022. It should be noted that the Assessment demonstrates that the District is currently at Stage 0, indicating no drought and no water conservation measure are required. It is also important to note that, as of the week of May 4th, Ruth Reservoir was 2-feet over the spillway and spilling. These last storms have filled the reservoir and there is plenty of water for the District to meet our annual demand.

Compliance with paragraph (e) is required by commercial, industrial, and institutional sites. The District has no turf that falls within the requirements of this paragraph. The SWRCB has also made it clear that they will not expect municipalities to enforce this paragraph.

Even though the District is not in a drought, paragraph (c) requires us to implement our Water Shortage Contingency Plan and pass a Resolution adopting the Stage 2 reductions. Stage 2 of our Water Conservation Plan consist of the following Voluntary Conservation Measures:

Stage 2 Up to 20% Reduction: Water shortage voluntary conservation is in place. Water uses indicated below are nonessential and are requested to be implemented:

- Request the use of hose-end shutoff nozzles on all garden and utility hoses.
- Refrain from washing cars, boats, trailers, or other vehicles except by hose with shutoff nozzle and bucket.
- Promptly repair all leaks in plumbing fixtures, water lines, and sprinkler systems.
- Request reduction in outdoor irrigation of ornamental landscapes.

The attached Resolution 2022-19 implements these measures. Implementation will consist of the providing information on the District's web site. We will not be actively enforcing Customer's conformance with these measures.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

It is impossible to quantify the fiscal impact of the adoption of this Resolution. It is anticipated to be minimal as the provisions are voluntary and will not be actively enforced by the District as our water supply assessment does not indicate conservation measures are required. The reduction in the use of water of course does result in less

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2022-19

RESOLUTION 2022 – 19

A RESOLUTION IMPLEMENTING STAGE 2 OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT’S WATER SHORTAGE CONTINGENCY PLAN

WHEREAS, the Governor issues Executive Order N-7-22 on March 28, 2022; and

WHEREAS, the State Water Resources Control Board has issued Operative Conservation Provisions of Emergency Regulations for Title 23, Division 3, Chapter 3.5, Article 2, Section 996 in response to the Governor’s Order; and

WHEREAS, Paragraph (c) of the above Section requires that each urban water supplier that has submitted a water shortage contingency plan to the Department of Water Resources shall implement by June 10, 2022 at a minimum the demand reduction actions identified in the supplier’s water shortage contingency plan adopted under Water Code 10632 for a shortage level of up to twenty percent (Level 2); and

WHEREAS, The McKinleyville Community Services District has a Water Shortage Contingency Plan adopted in 2021; and

WHEREAS, The District’s Water Shortage Contingency Plan requires the Board to approve the implementation of any Stages above Stage 0;

WHEREAS, The District is currently not in a drought and would not have to implement Stage 2 of the Water Shortage Contingency Plan were it not for the Governor’s Order or the SWRCB Emergency Regulations; and

WHEREAS, Stage 2 of the District’s Water Shortage Contingency Plan consists of VOLUNTARY conservation measures; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District does hereby implement and request of all of its customers the voluntary implementation of Stage 2 shortage contingency measures including: 1) the use of water efficient indoor devices including low flow toilets and shower heads and faucet aerators; 2) the use of hose-end shutoff nozzles on all garden and utility hoses; 3) refraining from washing cars, boats, trailers, or other vehicles except by hose with shutoff nozzle and bucket; 4) promptly repairing all leaks in plumbing fixtures, water lines, and sprinkler systems; and 5) reduction in outdoor irrigation of ornamental landscapes.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on the 1st day of June 2022 by the following polled vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

David Couch, Board President

Attest:

April Sousa, MMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **INFORMATIONAL**

ITEM: E.7 Introduction to California CLASS and Discussion of Becoming Members to Joint Powers Agreement

PRESENTED BY: Directors Orsini & Couch, Finance Committee
Patrick Kaspari, General Manager

TYPE OF ACTION: None

Recommendation:

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

Discussion:

California Cooperative Liquid Assets Securities System (California CLASS) is a joint exercise of powers entity authorized under Section 6509.7, California Government Code as a pooled investment option created via a joint exercise of powers agreement by and among California public agencies. California CLASS is overseen and governed by a Board of Trustees who are participants in California CLASS.

In the interest of investment diversification, MCSD has five separate investment type funds: 1) Local Area Investment Fund (LAIF) (approx. balance \$139k); 2) Hum Co. #2560 (approx. balance \$2.5 M); 3) Hum Co. #4240 (approx. balance \$3.4 M); 4) Hum Co. #9390 (approx. balance \$663k); and 5) CalTRUST (approx. balance \$10.3 M). The three Humboldt County Funds are property taxes and designated reserve funds (including Biosolids Reserve, and the SRF WWMF Loan Reserve). The LAIF fund is an investment fund, but with minor assets designated for OPEB Liability. Most of the District investment funds are with CalTrust and are designated reserves for PERS/OPEB, capacity fees, catastrophic events, and repair & replacement.

For the investments currently held in CalTrust that are not designated for PERS/OPEB reserves (which will likely be moved to a Section 115 Trust), California CLASS is a new option for California that focuses specifically on Special Service District clients. Details of California CLASS and their fund manager, Public Trust Advisors, are included as **Attachment 1**. There are two main impetuses behind considering transferring some of the CalTrust funds to California CLASS; 1) CalTRUST is governed by Board consisting mainly of California City and County officials and Staff. California Special District's Association (CSDA) was previously a partner with CalTrust, but after CSDA repeatedly requested to add Special District members to the governing board, CalTRUST dissolved the partnership in December of last year. 2) Joining

California CLASS as a founding member would enable MCSD to someday have Staff or Directors serve on the Board of California CLASS. To join the Joint Powers Agreement, the Board would have to adopt a resolution similar to the one included as **Attachment 2**. The available funds under California CLASS are very similar to the funds the District currently invests in with CalTRUST. It is anticipated that fees with California CLASS may be slightly lower, resulting in slightly higher returns, but of course nothing is guaranteed. The main advantage to joining California CLASS is the focus on Special Service District needs and concerns, and the ability to perhaps have MCSD Board Members or Staff serve on the Governing Board at a future date. This would help ensure that the District's interests are addressed.

Alternatives:

Take Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – California CLASS and Public Trust Advisors Information
- Attachment 2 – Sample Resolution for Joining the California CLASS Joint Powers Authority



California Cooperative Liquid Assets Securities System

What is California CLASS?

California Cooperative Liquid Assets Securities System (California CLASS) is a joint exercise of powers entity authorized under Section 6509.7, California Government Code. California CLASS is a pooled investment option that was created via a joint exercise of powers agreement by and among California public agencies. California CLASS offers California public agencies a convenient method for investing in highly liquid, investment-grade securities carefully selected to optimize interest earnings while maximizing safety and liquidity. The California CLASS Prime and Enhanced Cash funds offer public agencies the opportunity to strengthen and diversify their cash management programs in accordance with the safety, liquidity, and yield hierarchy that provides the framework for the investment of public funds.

Who oversees and manages California CLASS?

California CLASS is overseen and governed by a Board of Trustees. The Board is made up of public agency finance professionals who participate in California CLASS and are members of the Joint Powers Authority (JPA). The Board of Trustees has entered into an Investment Advisor and Administrator Agreement with Public Trust Advisors, LLC. Public Trust is responsible to the Board for all program investment and administrative activities as well as many of the services provided on behalf of the Participants.

How can you participate in California CLASS?

Enrolling in California CLASS is simple. Membership in the JPA is not a requirement to actively participate in California CLASS; public agencies may become Participants simply by passing a resolution authorizing them participate in the program and by filling out the Participant Registration Form that can be found in the document center on the California CLASS website. Public agencies may submit the completed registration packet to California CLASS Client Services for processing at clientservices@californiaclass.com. To obtain account forms and fund documents, visit www.californiaclass.com/document-center/.

*You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no fees charged from California CLASS for such transactions. **External audits may not catch all instances of accounting errors and do not provide an absolute guarantee of accuracy.

California CLASS Participants benefit from the following:

- Same-day availability of funds (11:00 a.m. PT cut-off)
- Deposits by wire or ACH
- Intended Ratings of 'AAAm' & 'AAAf/S1'
- Secure online access for transactions and account statements
- No withdrawal notices for Prime Fund
- Participant-to-Participant transactions
- Interest accrues daily and pays monthly
- Competitive daily yields
- Unlimited subaccounts
- No minimum balance requirements
- No transaction fees*
- Annual audit conducted by independent auditing firm**
- Direct deposit of state and Federal payments
- Dedicated client service representatives available via phone or email on any business day

California CLASS

What are the objectives of California CLASS?

Safety

The primary investment objective of California CLASS Prime fund is preservation of principal. California CLASS portfolios are managed by a team of investment professionals who are solely focused on the management of public funds nationwide. The custodian for all California CLASS investment holdings is U.S. Bank, N.A.

Liquidity

When you invest with California CLASS, you have access to your funds on any business day. You must notify California CLASS of your funds transaction requests by 11:00 a.m. PT via the Internet or phone. There are no withdrawal notices for the California CLASS Prime fund, which offers daily liquidity.

Ease of Use

To make cash management streamlined and efficient, California CLASS includes many features that make it easy to access account information and simplify record keeping. Participants can transact on any business day using the California CLASS phone number (877) 930-5213, fax number (877) 930-5214, email clientservices@californiaclass.com or via the California CLASS Online Transaction Portal at www.californiaclass.com.

Flexibility

You may establish multiple California CLASS subaccounts. You will receive comprehensive monthly statements that show all of your transaction activity, interest accruals, and rate summaries. These statements have been specifically designed to facilitate public sector fund accounting and to establish a clear accounting and audit trail for your investment records.

Competitive Returns

California CLASS strives to provide competitive returns while steadfastly adhering to the objectives of safety and liquidity. Participants benefit from the investment expertise and institutional knowledge provided by the team of Public Trust professionals. Portfolio performance is strengthened by the extensive knowledge of California public agency cash flows that the Public Trust team possesses.

Legality

California CLASS only invests in securities permitted by California State Code Section 53601; permitted investments are further restricted to those approved by the Board of Trustees as set forth in the California CLASS Investment Policies. Both California CLASS Prime and California CLASS Enhanced Cash comply with maturity and credit limits set forth by S&P Global Ratings and FitchRatings, respectively.

Have Questions? Contact us or visit www.californiaclass.com for more information.



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Managing Director
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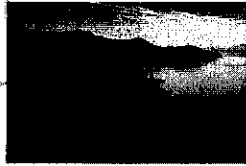


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Any financial and/or investment decision should be made only after considerable research, consideration, and involvement with an experienced professional engaged for the specific purpose. Past performance is not an indication of future performance. Any financial and/or investment decision may incur losses. Please see the Information Statement for further details on the fee calculation and other key aspects about California CLASS. California CLASS Prime will be rated 'AAAm' by S&P Global Ratings. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit www.spglobal.com. California CLASS Enhanced Cash will be rated by 'AAA/51' by FitchRatings. The 'AAA' rating is Fitch's opinion on the overall credit profile within a fixed-income fund/portfolio and indicates the highest underlying credit quality of the pool's investments. The '51' volatility rating is Fitch's opinion on the relative sensitivity of a portfolio's total return and/or net asset value to assumed changes in credit spreads and interest rates. The '51' volatility rating indicates that the fund possesses a low sensitivity to market risks. For a full description on rating methodology, please visit www.fitchratings.com. Ratings are subject to change and do not remove credit risk.



California CLASS FAQs

Q: What is California CLASS?

A: The California Cooperative Liquid Assets Securities System (California CLASS) is a joint exercise of powers entity that will be formed pursuant to Section 6509.7 of the Joint Powers Act. As a local government investment pool (LGIP), California CLASS will allow participating public agencies to invest funds in a professionally managed pooled investment program that complies with the requirements of California law, specifically California Government Code Section 53601. California CLASS will be a public agency and entity separate and apart from the Founding Participants.

California CLASS will offer two funds: Prime and Enhanced Cash. Prime is a stable \$1.00 Net Asset Value fund that offers daily liquidity, whereas Enhanced Cash is a variable Net Asset Value fund that offers next-day liquidity and affords Participants the opportunity to gain exposure to longer maturity securities. California CLASS will manage Prime in a manner consistent with the AAAM rating guidelines by S&P Global Ratings, while Enhanced Cash will be managed in a manner consistent with the AAAs/S1 rating guidelines by FitchRatings.

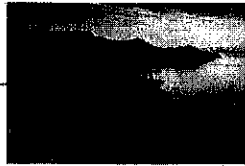
Q: What are the benefits to the District of participating in California CLASS?

A: The Investment Advisor and Administrator to California CLASS will be Public Trust Advisors (Public Trust). Public Trust brings over a decade of LGIP administration and investment advisory experience and expertise to California public agencies. The primary business focus at Public Trust is LGIPs, and with this focus comes a deep commitment to the business domains upon which successful LGIP investment programs are built: fund administration; investment advisory services; fund accounting and transfer agency technologies; transaction portal development and improvement; marketing and distribution; client services; and, reporting and transparency. Public Trust's dedication to the LGIP market has resulted in increased operational efficiencies that facilitate a lower cost structure; these cost savings are ultimately passed on to the investor in the form of additional interest income.

Q: Why do California special districts need California CLASS?

While there are undoubtedly excellent cash management options in California, additional diversification is always a positive development for any given set of public funds investors. Choice implies flexibility for the end-user, and competition creates cost savings for public agencies with respect to investment alternatives. Below are some of the key features of California CLASS that special districts will benefit from learning more about:

- Interest income accrues daily and pays monthly



- No withdrawal notices for Prime Fund
- No ACH or wire fees and no minimum balances
- User-friendly Participant portal for transactions
- Participant-to-Participant transfers
- Unlimited subaccounts, transactions, and future-dated transactions up to one year
- Managed by special district peers

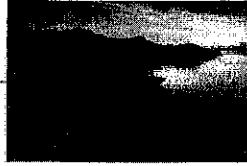
Q: What makes California CLASS different from CalTRUST and CAMP?

A: Blackrock and Public Financial Management are outstanding investment advisory firms with not only a global and national presence, respectively, but also a variety of business lines and sources of revenue. Public Trust is a privately-held firm that is dedicated to LGIP administration and investment advisory. LGIPs such as California CLASS always have been and will remain the core business focus of Public Trust. The accrued institutional knowledge and deep experience with public funds investors that Public Trust possesses results in LGIP services that clients around the country depend upon for safe, transparent, and convenient liquidity management.

Q: What are the differences between the Prime Fund and the Enhanced Cash Fund that California CLASS will offer public agencies?

A: The Prime Fund is a Stable \$1.00 Net Asset Value fund that offers daily liquidity and is suitable for operating dollars. The Enhanced Cash Fund is a variable \$10.00 Net Asset Value fund that offers next-day liquidity and is suitable for non-operating dollars and strategic reserves that a district would not anticipate withdrawing for 12-18 months. Both funds are marked-to-market daily in accordance with the fair value hierarchy. Utilized in tandem, the Prime and Enhanced Cash Funds constitute a holistic cash management product suite for the optimal core and reserve liquidity solution.

California CLASS		California CLASS Prime	California CLASS Enhanced Cash
Portfolio Type		Prime-Style	Enhanced Cash
Purpose		Short-Term Liquidity	Investment Horizon of 9-12 Months
Rating		'AAAm'	'AAA/S1'
Liquidity Offered		Daily	Next Day
Minimum Investment		None	None
Withdrawals		Unlimited	Unlimited
Accounts		Unlimited	Unlimited
Rate		Calculated Daily	Calculated Daily



Q: What are the three key factors in Public Trust's administration and investment advisory services for LGIPs?

1. **Commitment to the Client:** At every point along the LGIP "value chain," Public Trust prioritizes the interests, considerations, and convenience of the public funds investor. How so? By investing heavily in the user experience. This entails everything from fund accounting and transfer agency technologies to the transaction Portal where Participants execute redemptions and withdrawals, download statements, and manage their subaccounts.
2. **Institutional Knowledge:** The professional portfolio management of a LGIP requires a deep understanding of money market asset classes and clients' cash flow cycles in order to maximize return without sacrificing liquidity. Additionally, the combined 100+ years of combined public funds management experience by the Public Trust managing partners translates directly to an extensive broker-dealer network that facilitates best-price execution. This knowledge directly contributes to a unique ability to establish, maintain, and grow LGIP programs.
3. **Transparency:** Public Trust strives to manage LGIPs in a manner that facilitates 360-degree visibility of its administrative and investment advisory services. In its interaction with Boards of Trustees, its reporting and audit practices, and even its commitment to the mark-to-market valuation methodology for its portfolios' securities, Public Trust is committed to the ability of public agencies to readily obtain a clear and comprehensive understanding of programs such as California CLASS.

Q: Why is Public Trust establishing a LGIP in California?

A: Public Trust is both proud and excited to bring its proven LGIP service model into the state of California. The state of California is widely considered to be the leader in best practices for public funds management, and we believe that this commitment to and understanding of the fundamental principles of safety, liquidity, and yield will result in an appreciation of and demand for the value proposition that California CLASS will offer to public agencies.

Q: What is it like to serve on the Board of Trustees of a LGIP such as California CLASS?

A: The Board of Trustees governs the management of the Joint Powers Authority created by the Joint Powers Agreement. This Joint Powers Authority is referred to as California CLASS. The responsibilities of the Board are critical to the operation of the program and include the supervision of California CLASS and its affairs and acts. Additionally, the Board acts as the primary liaison between the Participants, the Custodian, the Administrator, the Investment Advisor and all service providers.



The Board will meet quarterly to review the management of the investment program and to be updated by Public Trust on the administration and investment advisory services provided to California CLASS. Serving on the Board of a LGIP such as California CLASS affords Trustees the opportunity to receive regular updates on the economy and markets that can be shared with their peer network, the ability to play a direct and meaningful role in the management of an investment program that serves public agencies throughout California, and the chance to deeply engage with the broader government finance community. There are Trustees who have served and have been serving on Public Trust LGIPs for more than two decades because they find it to be a highly informative and rewarding form of service.

Built to Serve the California Marketplace

Public Trust Advisors, LLC (Public Trust) is proud and excited to introduce its local government investment pool (LGIP) services to California public agencies. California CLASS Participants will enjoy the exceptional service, outstanding user experience, and competitive market returns that define Public Trust-managed LGIPs across the country.

From the user-friendly Participant portal Public Trust has developed to the Client Services team that is dedicated to California CLASS, our high-quality and cost-effective liquidity management solution will save public agencies' time, expand their resources, and provide them with a LGIP partner they can count on and trust.

Your Partner in the Pooled Investment Services Industry

Public Trust brings a dedication to and institutional knowledge of managing LGIPs that Participants can depend upon. With a singular business focus of managing public funds, Public Trust is uniquely positioned to establish and maintain a LGIP dedicated solely to serving the safety, liquidity, and yield needs and requirements of California public agencies' funds.

Dedicated to LGIP Investment
Advisory and Administration

Over
\$50b
Firmwide Assets
Under Management

Serving
5,500
Local Government
Entities

16
Local Government
Investment Pools

Fund Administration

✓ Cybersecurity

Network and endpoint security controls, multi-factor authentication, routinely-tested disaster recovery plan

✓ Funds Rated by NRSROs

Weekly rating agency oversight for 'AAAm' rated funds and 'AAAf/S1' funds facilitates full transparency

✓ Client Services

Provides transactional support and new account creation assistance

✓ Reporting & Statements

Participant and portfolio level reporting, account & subaccount reports generated monthly, & transaction confirmations

Investment Advisory

✓ Portfolio Management

Steadfast commitment to the public funds' investment hierarchy of safety, liquidity, and yield

✓ Demonstrated Track Record

Investment advisor and/or administrator for 16 LGIPs across the country

✓ Credit Research

Manage counterparty risk via fundamental and technical analysis that aims to stay ahead of downward ratings migration

✓ Institutional Knowledge and Expertise

Over 100+ combined years of stable and variable net asset value fund investment advisory experience

Who We Serve

Public Trust has over a decade of experience in creating and managing LGIPs around the country. We understand that the effective operation of the myriad components of a well-run LGIP - Board of Trustee relations; fund accounting and transfer agency functions; portfolio management and credit research; and marketing and distribution - require a steadfast commitment to not only LGIP programs but also to the public funds space itself. Public Trust maintains no business lines to anything other than the public sector.

LGIP CLIENT	STATE	SERVICES PROVIDED	INVESTMENT STYLE
COLOTRUST	Colorado	Administration & Investment Advisory	Government, Prime, & Enhanced Cash
FLCLASS	Florida	Administration & Investment Advisory	Prime & Enhanced Cash
LAMP	Louisiana	Administration	Prime
Michigan CLASS	Michigan	Administration & Investment Advisory	Prime & Enhanced Cash
NYCLASS	New York	Administration & Investment Advisory	Prime & Government
STAR Ohio	Ohio	Consulting Services	Prime
Texas CLASS	Texas	Administration & Investment Advisory	Prime & Government
TrustIndiana	Indiana	Administration & Investment Advisory	Prime
VIP	Virginia	Co-Administration and Investment Advisory	Prime & Enhanced Cash
Wyoming CLASS	Wyoming	Administration & Investment Advisory	Prime

Why We Exist

Public Trust was founded with one explicit objective: to become the industry leader in providing LGIP investment advisory and administration services. The investments we have made in back-office technologies create efficiencies that Participants can experience in the transaction portal and see on their monthly statement. The commitment we make to hiring outstanding team members translates directly to effective and friendly client service.

Public Trust LGIP Participants know that they are more than just a name on a client list. The entirety of our firm's resources are dedicated to public agencies, their communities, and their taxpayers. From our LGIP system architecture to our institutional investment advisory knowledge, Public Trust is designed to serve the people to whom we owe our existence: the public funds investor.

**Client Service and
Transparency Distinguish
Our LGIPs**

Source: Public Trust Advisors® *Data is as of 12/31/2021. Total assets under management include 5435 local government investment pool participants at \$41 billion and 68 SMA clients at \$10.5 billion. Data unaudited. All comments and discussion presented are purely based on opinion and assumptions, not fact. These assumptions may or may not be correct based on foreseen and unforeseen events. The information above is not a recommendation to buy, sell, implement, or change any securities or investment strategy, function, or process. Any financial and/or investment decision should be made only after considerable research, consideration, and involvement with an experienced professional engaged for the specific purpose. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment returns fluctuate due to changes in market conditions. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. Past performance is not an indication of future performance. Any financial and/or investment decision may incur losses. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit www.spglobal.com. The 'AAAf' rating is Fitch's opinion on the overall credit profile within a fixed-income fund/portfolio and indicates the highest underlying credit quality of the pool's investments. The 'Sf' volatility rating is Fitch's opinion on the relative sensitivity of a portfolio's total return and/or net asset value to assumed changes in credit spreads and interest rates. The 'S1' volatility rating indicates that the fund possesses a low sensitivity to market risks. For a full description on rating methodology, please visit www.fitchratings.com. Ratings are subject to change and do not remove credit risk.

SAMPLE RESOLUTION NO. _____

RESOLUTION AUTHORIZING ALAMEDA COUNTY MOSQUITO ABATEMENT DISTRICT TO ENTER INTO THE JOINT EXERCISE OF POWERS AGREEMENT RELATING TO THE CALIFORNIA CLASS AND TO INVEST IN SHARES OF THE CALIFORNIA CLASS AND RELATED MATTERS

WHEREAS, Section 6509.7 of Title 1, Division 7, Chapter 5 of the California Government Code (the "Act") provides that, two or more public agencies that have the authority to invest funds in their treasuries may, by agreement, jointly exercise that common power; and

WHEREAS, the Alameda County Mosquito Abatement District (the "District") is a public agency that has the authority to invest funds in its treasury and intends to become a "Founding Participant" under the Joint Exercise of Powers Agreement (the "JPA Agreement") creating the California Cooperative Liquid Assets Securities System ("California CLASS"), by executing the JPA Agreement; and

WHEREAS, the District desires to authorize the investment of its funds in the investment programs offered by the California CLASS once the California CLASS has been formed;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the District (the "Governing Body") as follows:

Section 1. The General Manager of the District or his designee (the "General Manager") is hereby authorized to execute and deliver the JPA Agreement, on behalf of the District, in substantially the form presented at this meeting.

Section 2. The District is hereby authorized to complete the registration form and become a Participant in order to purchase shares of beneficial interest issued by the California CLASS from time to time with available funds of the District, and to redeem some or all of those shares from time to time as such funds are needed.

Section 3. The General Manager or principal financial officer of the District is hereby delegated authority of the Governing Body to take all actions and to make and execute any and all instruments, which he or she might deem necessary or appropriate in order to carry out the purposes of the Governing Body in adopting this Resolution.

Section 4. This Resolution shall take effect at the earliest date permitted by law.

By:

(Signature)

(Name)

(Title)

(Date)

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **INFORMATION**

ITEM: F.3.A **Support Services – Apr - May 2022 Report**

PRESENTED BY: **Nicole Alvarado, Finance Director**

TYPE OF ACTION: **None**

FINANCIAL, AUDIT, & BUDGET INFORMATION

The District has \$1,380,312 to date in the Trust Account for the next Biosolids Disposal project. A total of \$778,345 has been spent on this project through the end of April.

Customer adjustments at April month-end total \$54,562, this amount exceeds the annual \$42,000 budget for this sub-item due to a substantial number of COVID-related amortizations. (GL# 501/551-62120)

Total Board Travel as of April 30, 2022 is \$10,787 which is 62% of the approved \$17,500 budget for this item. (GL# 001/005/501/551 62090/62155-888)

Audit/Budget Update:

The final completed budget for all Departments has been presented at this board meeting. Interim testing for the FY2021-2022 audit has been scheduled for June 8th and 9th, the auditors will be onsite at the District office during those days.

Treasurer's Report Highlights:

Staff requested the fund balances as of April 30, 2022 from Humboldt County for the county trust accounts however, to date, we have not received a report. Tax receipts have been estimated based on the December payments.

Capital Projects

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.

OTHER UPDATES

The May lock day is complete. From a starting list of 183 notifications, we ended up locking 20 customers. Support Services was successful in contacting, acquiring payments and/or arranging amortization, and returning service to 19 customers. The remaining customer was sent to collections due to an abandonment of service.

Customer Service Representative, Eava Young has started training on accounts payable, this is part of the District's commitment to cross-training staff in multiple areas. Outgoing Finance Director Colleen Trask has been transitioning financial accounts and connecting necessary contacts with incoming Finance Director Nicole Alvarado.

McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **INFORMATION**

ITEM: F.3.B **Operations Department – April / May 2022 Report**

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

TYPE OF ACTION: **None**

Water Department:

Water Statistics:

The district pumped 36.1 million gallons of water in April.
Two water quality complaints were investigated and rectified.
Daily, weekly and monthly inspections of all water facilities were conducted.

Double Check Valve Testing:

Annual routine testing and retests were conducted in April. Customers with failed DCV's were notified to make repairs and call the office to schedule a retest.

Average and Maximum Water Usage:

The maximum water usage day was 1.4 million gallons and the average usage per day was 1.2 million gallons.

Water Distribution Maintenance:

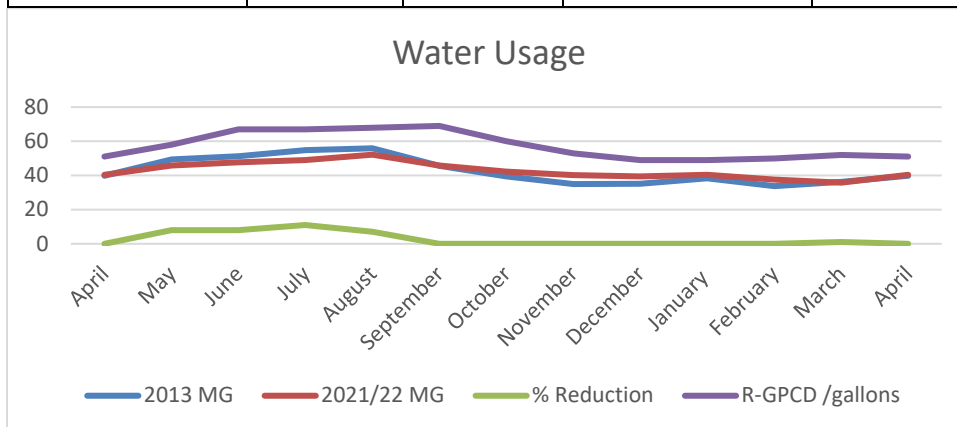
Weekly Bacteria Samples were collected on Schedules 2, 3, 4, and 5 which represent different locations in the water distribution system. The schedules are made up of a sample taken in each pressure zone. Staff made several repairs to troubled meters. These are meters that fail to communicate to the reading device while conducting remote reads. Most are due to gopher chewing on wires. The repairs are made using an armored sleeve install around the communication wire. Staff has been conducting valve exercising and is approximately 80% completed. Each valve is exercised and documented. Any issues are flagged for repairs. A service line leak was repaired on Sutter due to a bad crimp over the sewer main.

Water Station Maintenance:

Monthly inspections and daily routines were conducted at the water stations. Any minor issues found are repaired during inspections, but if they require parts or extensive labor, the issue is documented on the monthly sheet, which will then generate a work order for repairs. Gutters were cleaned at the Northbank station along with sealing the roof jack. The Hewitt tank gate was repaired due to alignment issues and not working properly. Several trees went down at the Cochran Tank site and crossed over to the neighboring property. Staff cut up the tree, chipped the limbs and returned the site back to normal conditions.

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

	2013 (MG)	2021/22 (MG)	% Reduction	R-GPCD
April	39.755	40.465	(-2)	51
May	49.407	45.752	8	58
June	51.337	47.654	8	67
July	54.757	49.099	11	67
August	55.908	52.171	7	68
September	45.702	45.874	(-1)	69
October	39.439	42.216	(-7)	60
November	34.879	40.116	(-15)	53
December	35.203	39.371	(-11)	49
January	38.241	40.314	(-6)	49
February	33.751	37.674	(-11)	50
March	36.244	35.798	1	52
April	39.755	36.072	10	49



R-GPCD = Residential Gallons Per Capita Day

New Construction Inspections:

Imeson Court. Streetlights, punch list items are pending. Midtown Court Tract: Plans were reviewed, and plan check fees have been paid. Washington Estates: Plans have been reviewed and finalized. Contractor has started grading the site.

Sewer Department:**WasteWater Statistics:**

25.8 million gallons of wastewater were collected and pumped to the WWMF. 28.7 million gallons of wastewater were treated and discharged to land disposal or reclamation in April.

Sewer Station Maintenance:

Monthly inspections and daily routines were conducted on all sewer stations. The generators were load tested to ensure they work properly when called for during a power outage. This is done annually in addition to bi-weekly test running the generators. A pump at B Street station was found to be pumping more hours than normal during the daily observation. Staff opened the pump, removed rags, checked the clearances and placed pump back into service.

Sewer Collection System:

Grease traps were inspected at required facilities. Customers that are out of compliance were notified to have their traps pumped and possibly shorten their pumping schedule. Staff conducted the semi-annual hydro-cleaning of the sewer mains to remove grease and grit from selected areas of concern. This is done using the vac-con and 3000 psi through a spinning nozzle. 9,000 feet of sewer main was cleaned and customers were notified in advance of the cleaning. This schedule is made up of mains that have caused a sewer spill in the past.

Wastewater Management Facility:

Daily and weekly maintenance continues at the treatment plant to perform required service on the equipment. The Chlorine Contact Chamber was drained and washed to remove grit and algae. The new countertops were installed in the lab along with painting the walls. Staff has been working on prepping the generator for painting. This involves sanding down the rust, treating it with Ospho, taping the generator off and painting.

Daily Irrigation and Observation of Reclamation Sites:

Discharge has been going to the land and river since May 13th. Fischer and Pialorsi ranch fields were mowed. The main that feeds the Perc Ponds was cut and capped to prepare the site for the new project. Several irrigation heads were repaired on the Pialorsi Ranch to get the site ready for irrigating. A homeless camp was cleaned up on the Hiller irrigation site using the backhoe and dump truck.

Street Light Department:

There were no streetlight complaints in April. A pole on Heartwood was knocked down by a hit and run driver. The pole was cleaned up by staff and a replacement is scheduled.

Promote Staff Training and Advancement:

Weekly tailgate meetings and training associated with job requirements. Staff received training on Preventing Carpal Tunnel Syndrome, Venomous Snakes, Back Protection, Electrical Troubleshooting and Backhoe Safety.

Special Notes:

Monthly river samples were completed.

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

Public Water Monthly Monitoring report was submitted.

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

Attended Micro-grid progress meetings

Attended Annual CRWA Conference

Conducted interviews for the Maintenance position job opening.

Posted Bid Opening for the Tank Painting Project.

A Hazardous Material inspection was conducted by County. No findings were reported.

Reviewed and commented on the Central Avenue 30% Design drawings.

A tour of the plant was held to show Fortuna and Eureka our new process.

GIS:**Plans and Programs**

- Review of the Injury Illness Prevention Program
 - Incorporating COVID-19 info
- Began review of the MCSD COVID-19 prevention program
 - New information May 2022 to be incorporated

Maps Completed/General GIS

- Cochran Tank Painting RFP maps
- Mad River alternate transmission line maps.
- Received and Imported Avelar Subdivision AutoCAD
 - GPS'd facilities
 - Imported data into GIS
 - Updated facility attributes and information.
- Continued the transfer of Valve inspection data from ESRI Collector App to Field Maps App.
- Updated the GIS Online MCSD Facilities Map
 - Updated water facilities
 - Updated sewer facilities
- Updates Sewer manhole repair list

Misc. Work Completed

- String Trimmed Stations (North Bank, Fischer, Kelly, Hiller)
- USA's
- Service Orders
- Attended TAC meeting
- Operations document filing
- Posted documents onto website

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **INFORMATION**

ITEM: F.3.C **Parks & Recreation Director's Report for May 2022**

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

TYPE OF ACTION: **None**

TEEN & COMMUNITY CENTER-BOYS & GIRLS CLUB PARTNERSHIP:

Staff continues to meet with BGCR staff weekly. The Teen Club is open Monday- Friday 12:00pm-6:00pm. The Teen Club is running a wide variety of programs including a weekly cooking program, a cycling program, an art program, a community service program and several BGCA national programs such as Power Hour, SMART Girls, SMART Moves and Youth for Unity. The Club's average daily attendance reached 18-20 teens per day.

BGCR McKinleyville Teen Club staff added monthly recruiting events at both the McKinleyville Middle School and McKinleyville High School.

PARK AND RECREATION COMMITTEE:

The Park and Recreation Committee (PARC) met on May 19, 2022. The notes from the meeting can be reviewed in **Attachment 1**.

COMMUNITY FOREST UPDATES:

Staff continues planning and preparing for the acquisition of a Community Forest and has been meeting regularly with Green Diamond Resource Co. staff and Trust for Public Lands staff. GDRC reported that the property is currently undergoing the appraisal process and legal language for the property is being developed.

RECREATION PROGRAM UPDATES

Drop-in Pickleball is running on Friday evenings 6:30pm-8:30pm. Pickleball is operated entirely by volunteers. Drop-in Kung Fu on Tuesday and Thursday evenings 5:30-6:30pm is \$10 per person per class with bulk passes available for \$7.50 per class. Drop-in Tai Chi on Sundays from 11:00am-12:00pm costs the same as Kung Fu. These classes continue to average 8-15 students each class.

Pee Wee Basketball program for kindergarten, 1st and 2nd graders wrapped up the season on May 21st.

The next "But I'm Not an Artist..." Paint Night will be on June 21st.

We are currently taking registration for Tot-letics T-ball, the Kids Camp Summer Day Camp program and the Summer Basketball program. These programs will begin in June and July.

PARK & FACILITY MAINTENANCE UPDATES:

Several open space zones received mowing, hedging and weeding maintenance and detention basins received clearing as part of the Open Space Maintenance Zone agreements. A broken pipe at Hiller Sports Site baseball fields had to be repaired after being broken by coaches. One field was closed for a week to accommodate the repair. A leak at the drinking fountain at HSS had to be repaired which required the water to the concession stand to be off for several days. The Parks crew and NHES continue the routine schedule for maintenance on Central Ave. landscaping. Staff continues to keep up with daily/weekly routine facility and vehicle maintenance. Monthly inspections were conducted on all facilities and Open Spaces.

Pony Express Days banners were hung along Central Ave.

OTHER UPDATES:

- Staff is preparing for summer programs including a summer youth basketball program, summer day camp and summer tot-letics.
- Staff is preparing the Summer-Fall Newsletter and Activity Guide. It will be in the mail by June 15th.
- Staff met with Mike McIntyre of Action Sports Design (ASD), BMX USA's sanctioned track and park design architect firm. ASD has agreed to assist with the drafting of the RFP documents for the design and construction of the BMX track and park. We hope to release the RFP in late June.
- Staff participated in volunteer service for the McKinleyville Chamber of Commerce, the McKinleyville Family Resource Center, and the Boys and Girls Club of the Redwoods.
- The McKinleyville Chamber of Commerce has confirmed reservation of Pierson Park for ten Thursdays this summer for the return of Music in the Park. The first event will be held on June 9th.
- Staff continues to provide support to other departments of the District; assisting with accounts payable, payroll, and facilitating professional development workshops.

ATTACHMENTS:

Attachment 1—PARC meeting notes 5-19-22

Thursday, May 19, 2022

6:30pm

Parks & Recreation Committee Meeting

NOTES

Members Present: Johnny Calkins, John Kulstad, Ben Winker, Charlie Caldwell, Phil Heidrick, Jane Fusek, Scott Binder, Laura Bridy

Members Absent: Jennifer Ortega, Jeff Dunk

Guests: Pat Kaspari, Martin Fusek, Ciara Torres

Meeting Notes:

Communications:

- None

Public Comment:

- Martin Fusek and Ciara Torres spoke about their interest and intention to be more involved in the McK. Skate park development and requested to be on the PARC agenda for the June meeting.

Recreation Director Report:

Recreation Program Updates

- Drop-in Pickleball is running on Friday evenings 6:30pm-8:30pm. \$4 per person
- Drop-in Kung Fu is on Tuesday and Thursday evenings 5:30pm-6:30pm \$10 per person per class. Bulk class passes are available to purchase at \$7.50 per class
- Drop-in Tai Chi is Sundays 11:00am-12:00pm \$10 per person per class. Bulk class passes are available to purchase at \$7.50 per class
 - The Martial Arts classes are averaging 8-12 people per class.
- Pee Wee basketball for kindergarten through 2nd grade is in full swing. The Program will run through May 21, 2022.
- We are currently taking registration for Tot-letics T-ball, the Kids Camp Summer Day Camp program and the Summer Basketball program. These programs will begin in June and July.

Park & Facility Maintenance Updates

Several open space zones received mowing, hedging and weeding maintenance and detention basins received clearing as part of the Open Space Maintenance Zone agreements. A broken pipe at Hiller Sports Site baseball fields had to be repaired after being broken by coaches. One field was closed for a week to accommodate the repair. The Parks crew and NHES continue the routine schedule for maintenance on Central Ave. landscaping. Staff continues to keep up with daily/weekly routine facility and vehicle maintenance. Monthly inspections were conducted on all facilities and Open Spaces. Staff reported on a water leak repair to the drinking fountain at HSS that occurred this week.

Facility Rentals & Use

17 Azalea Hall Rentals in May through July. 16 Pierson Park rentals May through July. Activity Center use is primarily recreational programs 5 days per week, with two to three birthday parties scheduled each month.

The Boys & Girls Club of the Redwoods Teen Club at the Teen & Community Center is averaging 18-21 youth per day. The kitchen at the teen center continues to be underutilized by vendors. We still do not have anyone on staff with skills or capacity to offer cooking classes.

Vandalism Report

In the last month the only vandalism staff have had to respond to has been on mid-town trail. Additionally there have not been any homeless encampments discovered or requiring clean-up in any of the District's open space maintenance zones or park properties.

Hewitt Ranch Property Updates

No updates at this time.

North Bank River Property Updates

No updates at this time.

Other updates:

- Staff is drafting the Summer/Fall Newsletter and Activity Guide. It will be mailed the week of June 13th.
- Staff continues to participate as members of the McKinleyville Chamber of Commerce Board of Directors, the McKinleyville Family Resource Center Board of Directors and the Boys & Girls Club of the Redwoods Board of Directors.
- Staff continues to provide support to other departments of the District; assisting with accounts payable, payroll, and facilitating professional development workshops.
- Ben Winker extended a thank you and appreciation to the Maintenance Crew for all that they do.

Proposed Facility Use Fee Increases

- Staff presented proposed fee increases to District Facility Use Fee Schedule.
- John Kulstad moved to recommend that the MCSD Board approve the fees as proposed by staff; Charlie Caldwell seconded. Committee voted unanimously in support of the recommendation.

Community Forest Updates

- Staff reported on recent meetings regarding the MCF.
- Charlie commented on his recent conversations with residents in the E. Cochran neighborhood regarding the potential access point at the end of E. Cochran.
 - Staff asked all Committee members to encourage members of the public to contact the Parks & Recreation Director with any questions, comments or concerns regarding the development of the Community Forest.

BMX Track and Park Project:

- Staff provided an update on current status of this project and estimated timeline for the release of the RFP
- Johnny Calkins commented on the work being done on the property to the north of the BMX Track and Park Property.

Dog Park Fencing

- Staff has received three requests from community members for a fenced area for small dogs at the dog park.
 - Staff informed committee that there is no funding for such a project.
- John Kulstad asked for staff to bring an estimate cost for fencing to the June meeting.
- Laura Bridy referred to District's established guidelines for vetting development projects.
- Phil Heidrick commented that three people is not a large number of residents and polling people might stir up more conflict than resolution on the subject.

- Committee members agreed it would be helpful to know an estimate cost for the project before asking the public for feedback.
- Members of the public in attendance, Martin Fusek and Ciara Torres, offered their opinions on the potential of fencing at the dog park.

Intermodal Transportation Committee (Hum. County) Report:

- Ben Winker gave a report of the recent pop-up events hosted by RCAA regarding potential safety measures to be implemented in McKinleyville.
- RCAA has put out a community survey to gather public input. The survey is available on the Humboldt County website. Ben will also send a link to the survey to the PARC members.
- Pat Kaspari, MCSD General Manager, commented on the public meetings he attended.

Report on Actions of the MCSD Board of Directors:

- Staff reported on recent actions of the MCSD Board of Directors at the May meeting of the Board regarding the approval of the annual levy of Measure B assessment fees.

AdHoc Committee Reports:

- Skate Park— Charlie reported on recent meetings with the skate park collective and skate community. The Humboldt Skatepark Collective will be hosting ramps and doing fundraising at the Pony Express Day Festival.
- Fisher Ranch Estuary project— Johnny Calkins reported on current trail work and boat ramp construction. Pat Kaspari commented on the bid release for the paving of the upper portion of the trail.
- BMX— See notes on above
- Community Garden—Ben commented on wanting to coordinate a community garden event during the summer music in the park series.

Agenda Items for next meeting:

- Dog Park Fencing
- McK. Skate Park Community Committee

Adjournment:

- Adjourned: approximately 7:25pm

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 1, 2022

TYPE OF ITEM: **INFORMATIONAL**

ITEM: F.3.D **General Manager’s Report for June 1, 2022 Meeting**

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

TYPE OF ACTION: **Information Only**

A summary of activity for the month of May 2022

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

• Use of NHE Services =	\$3,016
• CSW =	\$960
• SWAP =	\$4,320
• Volunteer Pickleball Labor =	\$188
• Install Lab Water Filtration Equipment =	\$240
• Repair Cochran Pump 1 Cla-Val =	\$360
• Manhole Repair (4/16/22 - 5/23/22) =	\$15,768/yr
• <u>Homeless Camp Cleanup =</u>	<u>-\$850</u>
TOTAL COST SAVINGS FOR MAY =	\$24,002

Since the start of the District’s 2021/22 Fiscal Year, Staff was responsible for over \$344,465 in savings to the District and its Rate Payers.

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

COVID-19 – Unfortunately District Staff has had an up-tick in people testing positive recently. None of the cases appear to have originated at our facilities and it doesn’t appear anyone who did get sick, exposed other Staff. This indicates that our procedures are working as well as we can control them. We have been purchasing additional at home test kits to allow Staff to monitor their health if they are exposed or begin to feel symptoms.

As previously reported, the District received a check for \$47,746.22 for water arrearages and \$26,426.53 for wastewater arrearages from the California Water and Wastewater Arrearage Payment Program administered by the State Water Resources Control Board (SWRCB). The District has applied the funds to delinquent customer’s accounts as credits and sent letters to all these customers letting them know that we have applied this credit to their account. We also submitted the necessary reports to the SWRCB documenting our expenditure of those funds.

At this Board Meeting (and for the foreseeable future) we are once again reconfirming the resolution to conform to the requirements of AB361 for remote meetings.

4.5 Gallon Water Tank Project – The District continues work on this project with Kennedy Jenks (KJ) and their subconsultants. As reported in April, CalOES/FEMA released Phase 2 funding for the project, which will allow us to finish the design and construction. They also increased the funding amount to \$7,748,857.50.

KJ Staff was out this month looking at the electrical component of the design. Their schedule currently shows design being completed in January 2023, bidding and awarding the bid in February/March 2023, and construction starting in May 2023 and completion in May 2024.

Given the approval of the Phase 2 funds, this puts pressure on closing the land purchase. As previously reported, the District has been working on the purchase from American Hospital Management Corp. (AHMC) for six years. Offers have been made, and we are still waiting on final approval of the Purchase Agreement drafted by District Legal Counsel. The District did agree to requests from AHMC to grant pedestrian access across the acquired land to allow for future access to the park in our offer. We also granted a drainage easement across the proposed District property in the Purchase Agreement. The revised Purchase Agreement was forwarded to Mr. Shaw on August 18th, 2021 and is for the purchase of approximately 6.5 acres for \$253,511. After months of not getting any response on the Purchase Agreement, we requested District Legal Counsel to inform AHMC's lawyer that if we hadn't seen a signed Purchase Agreement before April 8th, we would move into eminent domain proceedings. April 8th came and went and we scheduled a call with Russ Gans and Michael Colantuono, the eminent domain legal counsel. We are now working with Mr. Colantuono to potentially acquiring the property through the eminent domain process.

Water and Sewer Mainline Master Plan Phase 3c – As discussed at the December 2021 Board Meeting, the District has contracted with GHD for the first mainline replacement design. As discussed at the May Board meeting, the Basis of Design Report from GHD was completed and presented to the Board. GHD is moving forward with the preparation of the design of a new 16-inch waterline and CIPP lining for the existing sewer line and submitted the 30% design drawings in May. The intent is still to complete the design and permitting in 2022 and bid the project at the end of 2022 for construction in 2023. \$2M in the water bond sales and \$2M in the wastewater bond sales will fund this project.

SRF Energy Efficiency WWMF Micro-grid Project – The installation of the microgrid at the Wastewater Management Facility (WWMF) is proceeding behind schedule. The current schedule has the construction completed and the solar portion of the facility brought on-line at the end of June 2022. The battery portion of the project has been delayed due to Covid, but has finally show up on-site in May. This portion of the system still needs to be permitted through

PG&E and it could take as long as November for the complete system to be fully permitted and brought on-line.

TESLA Batteries – Tesla has completed the battery installations at our Ramey/North Bank Water Pump Station and Fischer Sewer Lift Station sites and the final commissioning is completed. We have received the Permission to Operate (PTO) from PG&E for the North Bank and Fischer sites. Both systems are online and we have had no issues with operation. It will be interesting to see the impacts to PG&E costs, and we will report back to the Board after we have a few months' worth of data.

Mad River Restoration Project – CalTrout and their engineers have completed the final design and construction bid documents, and the project was released for bid on May 19, 2022. Bids are due back on June 10, 2022 and construction will be performed from August 15 through October 15, 2022. The District is also working with Chris Turner, a local restoration contractor, to build a river access point with the funds from the Habitat Conservation Grant the District obtained. Mr. Turned has started constructing the gravel trail portion of the project and will complete the river access portion in early June.

Sewer Undercrossing Project – We still have not been notified whether FEMA has completed their National Environmental Policy Act (NEPA) review and issued a Finding of No Significant Impact (FONSI) to release the Phase 2 funding of the grant to fund the final design and construction. We had updated the Benefit Cost Analysis (BCA) when we submitted the request for additional funding. We have heard back from CalOES that they have approved the updated BCA and submitted it with the final funding request to FEMA in November 2021. We have also heard from CalOES that the NEPA process review has been started by FEMA, and have received one project notification from FEMA that we were required to (and have) posted. We have yet to hear any schedule for the completion of NEPA.

Office Remodel – The District has released a Request for Qualifications for an Architect/Engineer to prepare design drawings and a bid package for the remodel of the District office. The existing Operations trailer is 30-years old and was already used when the District acquired it back in the 1990's and is in need of replacement. We have budgeted for the design of a remodel and expansion of the District office to incorporate a new Operations office added on to the existing building and a remodeling of the existing office in the 2022/23 Fiscal Year budget. The Statement of Qualifications is due June 3, 2022, and we will negotiate a contract with the Selected Architect and bring it to the Board in July. We hope to then get a final bid package developed by early 2023 to potentially include costs for construction in the 2023/24 or 2024/25 Fiscal Years budgets.

Governor's Order N-7-22 and SWRCB Draft Emergency Regulation – In March, the Governor issued Order N-7-22 directing the SWRCB to develop an Emergency Order that includes or addresses several drought and water conservation measures. The Emergency Order and the SWRCB's subsequent emergency rule required agencies with Water Shortage

Contingency Plans to implement their Stage 2 Water Conservation Measures. The Board will consider the adoption of an Ordinance at this June 2022 Board meeting to implement the District's Stage 2 Measures. These are voluntary conservation measures and, being voluntary, the District will not enforce.

Reporting by Sheriff's office, County Public Work – A regular meeting has been scheduled with President Couch, GM Kaspari, Supervisor Madrone, and the MMAC Chair, Bonnie Oliver, to occur on the fourth Monday of every month to discuss various topics of concern to all three organizations and the community. This month we discussed the Town Center Ordinance as well as the Multimodal Study and having that presented at a MMAC Meeting. I also mentioned my meeting with Public Works on the Sheriff's Office remodel. We also discussed the MMAC/MCSD joint meeting, and I informed Chair Oliver that the MCSD Board did not have items they wanted to necessarily discuss with the MMAC and would defer to the MMAC on topics of discussion. Potential topics to discuss mentioned at our meeting included traffic studies, housing, and homelessness. Chair Oliver said she would discuss again with the full MMAC Board. We also discussed the proposed Incorporation Meeting planned by Supervisor Madrone. He again mentioned having me or President Couch attend as a panel member. I informed him that our Board had made it clear that they would not allow me, or President Couch attend as a representative of MCSD unless approved by the full MCSD Board at an open Board Meeting. I mentioned that the MCSD Board mentioned that they would like Supervisor Madrone to present to them, at an open Board Meeting, the outline of the proposed content of the Incorporation Meeting, to allow them the opportunity to discuss and have a vote on whether to participate or not.

AS mentioned above, I had a meeting on the remodel of the Sheriff's Office with Tom DeAge, Ed Wilkinson, Sean Meehan & Ed Waterman of the Humboldt County Public Works, Facility Management and Sheriff's Departments. The Sheriff's Office would like to expand our building they lease in Pearson Park. There have been plans circulating for years on the proposed expansion. The County recently renewed these discussions. They have finalized their construction floor plans and now the discussion is focused on funding the remodel. I assured them that we have no funding to pay for the remodel. Both agencies agreed to look for grant funding opportunities. The County recently obtained grant funding for the Garberville Station, and they were going to look into that funding source again. This will be brought back to the Board if funding sources can be identified and the project moved forward.

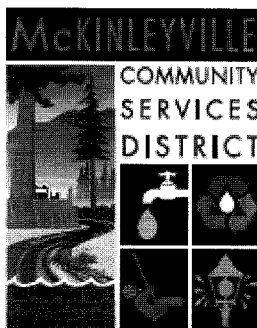
Grant Applications – The McCluski Tanks Replacement and the Mad River Watermain Crossing Hazard Mitigation grant applications were submitted to CalOES in March 2021. We heard in December 2021 that both projects have been forwarded on by CalOES to FEMA for funding. We have not received the grant agreements yet, but we have received Requests for Information from FEMA on the scopes of both projects so it looks like both of those projects will be 75% grant funded.

A new Hazard Mitigation Grant was submitted for the upgrade of the Fischer Sewer Lift station on April 6, 2022. This grant, if funded, will cover the complete retrofit of the Fischer Lift Station, which pumps wastewater from the entire southern half of McKinleyville to the wastewater management facility. This would include the replacement of the pumps and upgrading the electrical system, valves, and further seismically strengthen the building. Operations Director Henry and the GM completed the application in-house. This saved the District approximately \$30,000 in fees.

Meetings –The General Manager attended numerous meetings as usual. The meetings in May included a meeting with Willdan on the Rate Study results, meetings with Samantha Howard at Tri Counties Bank, meetings with the Community Forest Committee to review the East Cochran access site, a couple meetings with Humboldt Trails Council on the purchase of a Flail Mower, a MMAC Meeting to discuss the Town Center Ordinance, several Microgrid construction meetings, design meetings for the Central Avenue Water & Sewer replacement project, several Mad River Restoration project design meetings and the oversight on the start of the gravel trail construction on the Mad River Bluff, meetings on the BMX park development in preparation of sending out an RFP for professional design services, several Rotary meetings, the monthly meeting with Green Diamond and TPL on the Community Forest, a site meeting with Kennedy Jenks Engineers on the design of the 4.5MG Reservoir, the Humboldt Coastal Resilience Project Stakeholder workshop, the HBMWD Muni Meeting, a meeting to prepare for the CSDA GM Conference presentation that I am doing, meetings with the cell tower leasee to discuss terms.

Attachments:

- Attachment 1 – WWMF Monthly Self-Monitoring Report

PHYSICAL ADDRESS:1656 SUTTER ROAD
McKINLEYVILLE, CA 95519**MAILING ADDRESS:**P.O. BOX 2037
McKINLEYVILLE, CA 95519

mckinleyvillecsd.com

MAIN OFFICE:PHONE: (707) 839-3251
FAX: (707) 839-8456**PARKS & RECREATION OFFICE:**PHONE: (707) 839-9003
FAX: (707) 839-5964R.W.Q.C.B. NORTH COAST REGION
5550 SKYLANE BLVD., SUITE A
SANTA ROSA, CA 95403

May 24, 2022

RE: MONTHLY MONITORING REPORT

Dear Justin:

Enclosed is the Monthly Monitoring Report for April 2022 for McKinleyville Community Services District Wastewater Management Facilities WID NO. 1B82084OHUM, operating under Order Number R1-2018-0032.

The normal discharge of effluent was 29 days going to 001, 002, and 004. The required monitoring and water quality constituents that were tested and reported was in compliance in April.

Effluent Limitations Parameters	Units	Average Monthly	Average Weekly	Avg. % Removal	Max Daily	Instant Max	Instant Min	Results
Monitoring Location EFF- 001								
BOD	mg/L	30	45	>85				Compliance
TSS	Mg/L	30	45	>85				Compliance
PH	s.u.					6.5	8.5	Compliance
Settleable Solids	ml/L	0.1			0.2			Compliance
Chlorine Total Residual	mg/L	0.1			0.2			Compliance
Carbon Tetrachloride	ug/L	.25			.75			Compliance
Ammonia Impact Ratio	mg/L	1.0			1.0			Compliance
Dichlorobromomethane	ug/L	.56			1.4			Compliance
Monitoring Location LND-001, REC-001								
Nitrate		10						Compliance
PH		6.0- 9.0	6.0 – 9.0					Compliance

Total Coliform Organisms MPN/100 ml. The Monthly Median not to exceed MPN of 23 and the daily maximum not to exceed MPN of 240. The reported results for the month of April are as follows. Median was <1.8 and a Maximum of <1.8. Four samples were collected in the month of April and was in compliance.

Monthly River Monitoring was conducted in April.

Discharged to river in April for 18 days.

Acute Toxicity Percent Survival. Minimum for any bioassay is 70% survival. Median for three or more consecutive bioassays at least 90% survival. Acute results were 100% and TST Pass for Rainbow trout.

McKINLEYVILLE COMMUNITY SERVICES DISTRICT WASTEWATER MANAGEMENT FACILITY MONITORING DATA

MONTH: April 2022

DATE	EFFLUENT MONITORING			EFFLUENT MONITORING			EFFLUENT MONITORING			EFFLUENT MONITORING			EFFLUENT MONITORING			EFFLUENT MONITORING							
	FLOW M.G.D.	FLOW M.G.D.	MAXIMUM GPM	RIVER CFS	RIVER DILUTION	B.O.D. mg/L	TSS mg/L	pH	TEMP (C°)	B.O.D. mg/L	FSS mg/L	CL. RES.	RIVER CL. RES.	SETTLABLE SOLIDS	TOTAL COLIFORM	TIME	PH	TEMP	D.O.	TIME	PH	TEMP	D.O.
1	0.778	0.826	945	178	N/A	310	260	7.4	14.6	0.0	1.4	2.0	N/A	<0.1									
2	0.822	0.788	801	178	N/A			7.2	15.1			2.0	N/A										
3	0.877	0.787	785	155	N/A			7.4	15.0			1.7	N/A										
4	0.859	0.824	842	161	N/A			7.5	15.2			1.8	N/A	<1.8		8:05	7.6	13.1	9.4	8:15	7.6	13.2	9.5
5	0.827	0.888	848	472	N/A			7.1	14.1			1.6	N/A										
6	0.807	0.893	956	306	N/A			7.3	14.8			2.0	N/A										
7	0.808	0.891	961	235	N/A			7.5	15.3			2.0	N/A										
8	0.787	0.751	950	204	N/A	320	280	7.4	15.7	0.0	1.0	1.9	N/A	<0.1									
9	0.811	0.616	730	185	N/A			7.4	15.4			2.0	N/A										
10	0.846	0.603	707	173	N/A			7.4	14.3			2.0	N/A										
11	0.860	0.431	810	223	N/A			7.5	14.3			1.8	N/A	<1.8									
12	0.828	0.000	0	660	N/A											14:30	6.9	12.3	10.9	14:40	6.9	11.8	11.0
13	0.849	0.890	1851	585	142			7.4	14.4			1.3	0.00										
14	0.877	1.286	1267	1040	368			7.4	13.3			1.4	0.00										
15	0.841	1.277	1582	2300	653	230	170	7.2	13.4	3.0	2.4	1.8	0.00	<0.1									
16	0.920	1.320	1311	2980	1020			7.4	13.4			1.9	0.00										
17	0.925	1.211	1281	3170	1111			7.4	13.3			1.9	0.00										
18	0.916	1.224	1270	2410	852			7.5	13.9			1.7	0.00										
19	0.908	1.272	1311	4130	1414			7.4	13.8			1.8	0.00			8:15	7.5	12.8	10.7	8:25	7.5	13.0	7.4
20	0.896	1.293	1327	3320	1123			7.4	13.8			1.8	0.00										
21	0.904	1.297	1356	5810	1923			7.3	14.1			1.7	0.00										
22	0.887	1.276	1337	4500	1511	290	160	7.4	14.5	2.4	1.3	1.7	0.00	<0.1									
23	0.883	1.172	1237	3530	1281			7.3	14.7			2.0	0.00										
24	0.941	1.167	1246	2820	1016			7.4	15.4			2.2	0.00										
25	0.868	1.141	1269	2220	785			7.5	16.2			2.1	0.00										
26	0.838	1.145	1283	1930	675			7.5	15.9			1.8	0.00										
27	0.877	1.073	1198	1510	566			7.5	15.4			2.3	0.00			15:30	7.3	13.0	10.4	15:40	7.2	12.8	8.6
28	0.846	0.971	1237	1280	464			7.4	15.9			1.2	0.00										
29	0.842	0.727	1078	1080	450	300	240	7.5	15.6	3.4	3.00	1.7	0.00	<0.1									
30	0.870	0.725	787	969	553			7.5	16.8			1.8	0.00										

MONTHLY TESTS EFF-001 DISCHARGE TO RIVER

Ammonia Impact	Ammonia	Nitrate	Highness	Phosphorus	Bis Phthalate	Carbon Tetrachloride	Chlorobromomethane	Dichlorobromomethane	Turbidity % Increase
0.37	2.4	1.2	94	5.1	ND	ND	ND	DNG 16	N/A

MONTHLY TESTS LND-001, REC-001 DISCHARGE TO PERC PONDS and LAND

Organic program	TSS	Ammonia	NITRATE	NITRITE	SODIUM	CHLOROBROMOMETHANE
ND	240	2.40	1.20	0.12	39	43
					280	280

ACUTE TOXICITY

Date	Species	TEST Pass/Fail	Quantity Tests	Value (mg/L)
4/19/2022	Rainbow Trout	Pass	Chloroform	2.01

MONTHLY RIVER RSW-001				MONTHLY RIVER RSW-002			
TSS	Ammonia	Chlorobromomethane	Turbidity	TSS	Ammonia	Chlorobromomethane	Turbidity
100	77	ND	180	77	ND	ND	170

BOD & TSS				30 DAY AVERAGE			
BOD	TSS	BOD	TSS	BOD	TSS	BOD	TSS
mg/L	mg/L	LBS/DAY	LBS/DAY	mg/L	mg/L	LBS/DAY	LBS/DAY
1	1	14	14	1	2	14	14

Remarks:

EFF-001	REC-001	Quantity	Permit Exceedance

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

April 2022

Discharge Monitoring DATE	INF-001 INFLUENT MGD	EFF-001 EFFLUENT MGD	MAXIMUM GPM	002 LND-001 N.POND MGD	002 LND-001 S.POND MGD	004 REC-001 FISCHER MGD UPPER	003 REC-001 FISCHER MGD LOWER	006 REC-001 PIALORSI MGD	005 REC-001 HILLER MGD	IRRGATE TOTAL MGD	001 EFF-001 RIVER MGD
1	0.778	0.826	945	0.410		0.416				0.416	0.000
2	0.822	0.788	801	0.788						0.000	0.000
3	0.877	0.787	785	0.787						0.000	0.000
4	0.859	0.824	842	0.312		0.512				0.512	0.000
5	0.827	0.888	848			0.888				0.888	0.000
6	0.807	0.893	956			0.893				0.893	0.000
7	0.808	0.891	961			0.891				0.891	0.000
8	0.787	0.751	950	0.297		0.454				0.454	0.000
9	0.811	0.616	730	0.616						0.000	0.000
10	0.846	0.603	707	0.603						0.000	0.000
11	0.860	0.431	810	0.431						0.000	0.000
12	0.828	0.000	0							0.000	0.000
13	0.849	0.890	1851							0.000	0.890
14	0.877	1.286	1267							0.000	1.286
15	0.841	1.277	1582							0.000	1.277
16	0.920	1.320	1311							0.000	1.320
17	0.925	1.211	1281							0.000	1.211
18	0.916	1.224	1270							0.000	1.224
19	0.908	1.272	1311							0.000	1.272
20	0.896	1.293	1327							0.000	1.293
21	0.904	1.297	1356							0.000	1.297
22	0.887	1.276	1337							0.000	1.276
23	0.883	1.172	1237							0.000	1.172
24	0.941	1.167	1246							0.000	1.167
25	0.868	1.141	1269							0.000	1.141
26	0.838	1.145	1283							0.000	1.145
27	0.877	1.073	1198							0.000	1.073
28	0.846	0.971	1237							0.000	0.971
29	0.842	0.727	1078							0.000	0.727
30	0.870	0.725	787							0.000	0.725
TOTAL	25.798	28.765		4.244	0.000	4.054	0.000	0.000	0.000	4.054	20.467
AVERAGE	0.860	0.959	1085	0.000	0.000	0.000	0.000	0.000	0.000	0.135	0.682
MAXIMUM	0.941	1.320	1851	0.788	0.000	0.893	0.000	0.000	0.000	0.893	1.320
MINIMUM	0.778	0.000	0	0.297	0.000	0.000	0.000	0.000	0.000	0.000	0.000
DAYS	30	29		8	0	6	0	0	0	6	18

DAYS WITH NO DISCHARGE =