December 2, 2026 Special Meeting of the McKinleyville Community Services District Board of Directors

Time: 5:30 p.m.

Location: Azalea Hall, 1620 Picket Road, McKinleyville, California

Or

Teleconference via ZOOM or 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 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, **December 1**.

All Public Comment received before the above deadline may be provided to the Board at 9 a.m. on Wednesday, **December 2** in a supplemental packet that will also be posted on the website for public viewing.

Agenda

A. Call to order

1 Roll Call

2 Pledge of Allegiance

3 Additions or Changes 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.

4 Approval of the Agenda

5 Closed Session Discussion

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

Conference with Legal Counsel – Government Code section 54956.9(d)(2) (anticipated litigation, one potential case).

B. Public Hearings

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

There is 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.

1 Consider Approval of Draft Minutes of the MCSD/MMAC Joint Meeting on October 28, 2026, Board of Directors Regular Meeting On November 4, 2026 and Special Meeting on November 12, 2026

Attachment 1 – Draft Minutes from October 28, 2026

Attachment 2 – Draft Minutes from November 4, 2026

Attachment 3 – Draft Minutes from November 12, 2026

2 Consider Approval of October 31, 2026 DRAFT Treasurer's Report

Attachment 1 – October 31, 2026 DRAFT Treasurer's Report

3 Compliance With State Double Check Valve (DCV) Law

E. Continued and New Business

1 CalPoly Capstone Biosolids Basin Sludge Compaction and Reuse Project Presentation

Attachment 1 – Capstone Presentation

2 2026 California Water Environmental Association (CWEA) Awards Presentation

Attachment 1 – CWEA Award Nomination Forms

3 Consider Award of Construction Contract for Highway Sewer Crossing Project to Wahlund Construction for $2,579,080

Attachment 1 – GHD Award Recommendation with Bid Tabulation

Attachment 2 – Wahlund Bid Document

4 Consider Approval of Resolution 2026-34 Initiation of Reauthorization and Notice of Public Hearing for Central Avenue Open Space Management Zone (OSMZ)

Attachment 1 – Resolution 2026-34 Initiation of Central Ave OSMZ

Attachment 2 – Central Ave OSMZ Engineers Report

Attachment 3 – Central Ave OSMZ Cost Estimate Breakdown Spreadsheet

Attachment 4 – Central Ave OSMZ Ballot

Attachment 5 – Central Ave OSMZ Public Hearing Notice

Attachment 6 – Central Ave OSMZ Power Point Presentation

5 Consider Second Reading and Adoption of Ordinance 2026-07 Amending Regulation 40 – Parks and Recreation Committee (PARC) of the MCSD Rules and Regulations

Attachment 1 – Draft Regulation 40 – Parks and Recreation Committee

Attachment 1 – Ordinance 2026-07

6 Consider Second Reading and Adoption of Ordinance 2026-08 Amending Regulation 43 – Operation of Hiller Park & Sports Site of the MCSD Rules and Regulations

Attachment 1 – Draft Regulation 43 - Operation of Hiller Park and Sports Site

Attachment 2 – Ordinance 2026-08

7 Consider Appointments and Reappointments for the McKinleyville Community Forest Committee (MCFC); Trails, Infrastructure, Clean Ups & Security Subcommittee (TICS); and Forest Management Plan & Funding/Budget Subcommittee (FMP) for Terms Beginning in 2027

Attachment 1 – Caroline Martorano Application for MCFC

8 Consider Acceptance of Phase 2 Hazard Mitigation Grant for Seismic Retrofit of Fischer Lift Station

Attachment 1 – FEMA Phase 2 Approval Letter

F. Reports

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

1 Active Committee Reports

a. Standing Committees

1. Parks and Recreation Committee **(Binder/Biteman)**

2. Audit and Finance Committee **(Orsini/Biteman)**

3. Employee Negotiations Committee **(Couch/Mayo)**

4. McKinleyville Community Forest Committee **(Orsini/Biteman)**

b. Ad-Hoc Committees

1. Cyber Security Governance Ad-Hoc Committee **(Binder/Orsini)**

c. Board Liasons

1. McKinleyville Area Fund **(John Kulstad/Binder)**

2. Redwood Region Economic Development Commission **(Biteman/Mayo)**

3. McKinleyville Municipal Advisory Committee **(Binder/Orsini)**

4. McKinleyville Senior Center **(Binder/Couch)**

5. Humboldt Local Agency Formation Commission (LAFCo) **(Couch)**

2 Legislative and Regulatory Reports

3 Staff Reports

a. Finance & Administration Department (Samantha Howard)

b. Operations Department (James Henry)

c. Parks & Recreation Department (Kirsten Messmer)

Attachment 1 – MCFC Meeting Minutes from September 15, 2026

d. **General Manager (Pat Kaspari)**

Attachment 1 – WWMF Monthly Self-Monitoring Report

4. President's Report

5. Board Member Comments, Announcements, Reports and Agenda Item Requests

G. Adjournment

Posted 5:00 p.m. on November 27, 2026

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

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

McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **ACTION**

ITEM: D.1 **Consider Approval of Draft Minutes of the MCSD/MMAC Joint Meeting on October 28, 2026, Board of Directors Regular Meeting On November 4, 2026 and Special Meeting on November 12, 2026**

PRESENTED BY: **Joey Blaine, Board Secretary**

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

Recommendation:

Staff recommends the approval of the Draft Minutes of the Board of Directors MCSD/MMAC Joint Meeting on October 28, 2026, Board of Directors Regular Meeting On November 4, 2026 and Special Meeting on November 12, 2026

The Draft minutes are attached for the above listed meeting(s). 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 October 28, 2026
- Attachment 2 – Draft Minutes from November 4, 2026
- Attachment 3 – Draft Minutes from November 12, 2026

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McKinleyville Municipal Advisory Committee

and McKinleyville Community Services District Board of Directors

Annual Joint Meeting

In person at Azalea Hall,
1620 Pickett Road, McKinleyville, CA 95519
and ZOOM PLATFORM - ONLINE MEETING

October 28, 2026 6:00 pm

DRAFT MINUTES

A. Call to Order

1. Roll Call

Chair Mary Burke opened the annual joint meeting of the MMAC and the McKinleyville Community Services District (MCSD) Board of Directors and welcomed new MMAC member Carol Schmitt, who introduced herself. She has lived in McKinleyville about four years, previously worked for the California Energy Commission, and has been involved with the McKinleyville Incorporation Exploration Subcommittee (MIESC) and the economic development study.

MMAC Members Present: Mary Burke (Chair), Kathleen Clark, Emma Haskett (Secretary), Kevin Jenkins (Treasurer), Carol Schmitt, Michael Smith

Also Present: Scott Binder (MMAC Vice Chair) and Pat Kaspari (MMAC member) serve on both the MMAC and MCSD and attended on behalf of MCSD, as MCSD Director and MCSD General Manager, respectively.

MCSD Directors Present: Vice President David Couch (presiding), Scott Binder, James Biteman, and Greg Orsini attended in person; President Dennis Mayo participated remotely for just cause.

Quorum established for the MMAC with six of eight members answering roll call.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Land Acknowledgement

The MMAC Land Acknowledgement was read.

4. **Additions or Changes to the Agenda**

   There were no additions or changes to the agenda.

5. **Approval of the Agenda**

   It was moved (Kevin Jenkins) and seconded (Michael Smith) to approve the agenda.

   Roll Call Vote: All MMAC members and MCSD Directors present voted yes.

   MOTION APPROVED – Unanimous consent

B. Public Comment and Written Communications

There was no public comment on items not on the agenda.

C. Continued and New Business

1. **MMAC Review & Approve of Draft Minutes: Regular Meeting September 23, 2026**

   A correction was requested to Item 4a (Committee on Active Transportation): the statement that the Humboldt Transit Authority now offers on-demand microtransit should be attributed to Pat Kaspari, not Scott Binder.

   It was moved (Michael Smith) and seconded (Scott Binder) to approve the minutes from the September 23, 2026 regular meeting as corrected.

   Roll Call Vote: All MMAC members present voted yes.

   MOTION APPROVED – Unanimous consent

2. **Emergency Preparedness & Disaster Response Panel**

   Panelists: James Henry, Operations Director, MCSD; Patric Esh, Program Coordinator, Humboldt County Office of Emergency Services (OES); a Battalion Chief, CAL FIRE Humboldt–Del Norte Unit; Ross McDonald, Assistant Chief, Arcata Fire District; and Nick Bown-Crawford, Executive Director, Humboldt Community Organizations Active in Disaster (COAD). Pat Kaspari moderated.

   Scenario: A magnitude 7.5 earthquake on the Mad River Fault on a December evening, causing widespread damage from Arcata to Trinidad, injuries, fires, power outages, and loss of water service. Key public safety and MCSD buildings remain usable.

a. Question and Answer Session with Panelists

First two hours – agency responses:

MCSD (James Henry): MCSD has about 9.5 million gallons of storage (average use is 1.4 million gallons per day). In a large quake, seismic valves close all tanks but one, which keeps supplying the system. Staff would use the SCADA monitoring system to locate leaks, valve them off, and then reopen tanks for customers and fire flow.

County OES (Patric Esh): OES staff would start working from home, notify county leadership and partners (including Public Works, PG&E, fire, DHHS, and NOAA), and open the Emergency Operations Center, escalating as needed. Answering Kevin Jenkins, he confirmed Public Works is notified first for issues such as traffic signals.

CAL FIRE (Battalion Chief): Off-peak staffing in December would likely leave one two-person engine at the Trinidad station. Crews secure the station before responding, then triage calls by life safety. Answering Pat Kaspari, he noted that after the Rio Dell earthquake, the Rio Dell fire station became a local dispatch point to handle the flood of calls.

Arcata Fire (Ross McDonald): Crews secure the station and check on their families while off-duty staff report in. The district staffs three two-person engines plus a duty officer. Crews would check burning buildings for people and move on from unoccupied ones to limit spread. Mutual aid would likely be unavailable, and there are only two ambulances north of Indianola.

Humboldt COAD (Nick Bown-Crawford): COAD coordinates more than 100 organizations but does not do first response. It activates its local and statewide mutual aid network, can move supplies such as drinking water, and asks access and functional needs partners to check on vulnerable residents on their client lists.

Questions and panel responses:

Communication if cell service and internet are down: Law enforcement would notify residents door to door, and fire engines would make announcements while surveying damage. The EOC has an amateur radio setup, and the McKinleyville fire station has a working ham radio. Rita of McKinleyville CERT clarified that OES activates CERT, and encouraged the public to attend CERT trainings (about 13 teams countywide).

Checking on older adults and people who rely on medical equipment: Partner agencies keep their own client lists rather than one central registry. Residents who rely on oxygen, CPAP, or other powered medical equipment were encouraged to enroll in PG&E's Medical Baseline Program, which provides backup power and adds them to a registry.

Countering rumors and misinformation: Public information officers monitor social media and news and quickly correct false information. Kevin Jenkins asked about places to charge phones; OES suggested businesses with generators contact its public information officers. Deputy Taylor King said Sheriff's substation generators are not for public use. Carol Schmitt suggested formalizing access to the airport microgrid as a public power source.

Fire response when water is out: Arcata Fire engines carry 750 gallons and its water tender 3,000 gallons; crews would call neighboring agencies for

more water. CAL FIRE can pump from storage tanks and draw from pools, rivers, and lakes. MCSD noted its tanks have side outlets for direct drafting.

Supervisor Steve Madrone: Said the exercise identified planning gaps, and described distributed water storage being explored in Trinidad and Westhaven: a 5,000-gallon backyard tank (about $10,000 to $12,000, no building permit) can refill fire engines. He is seeking grants to help property owners install them.

Shelter and response priorities: OES prioritizes life, then property, then land. The Red Cross and DHHS share sheltering duties. Azalea Hall, the Activity Center, and McKinleyville High School (capacity about 444) are designated shelters, and the Red Cross can open shelters within hours.

What residents should do in the first two hours: Do not assume help is coming. Residents should have an emergency plan and supplies for at least 72 hours, and ideally a week; resources are on the Humboldt County OES website. Kevin Jenkins noted a basic kit can be a five-gallon bucket of supplies, and invited OES to speak ahead of the emergency preparedness seminar tentatively planned for February. MCSD Board President Dennis Mayo noted that the rodeo grounds has a 2,200-gallon water truck and has cared for nearly 100 horses during recent fires and floods.

Two weeks to two months after the event: James Henry said broken water mains usually mean broken sewer mains, and repaired mains must be flushed and tested before use, which can take months under boil water notices. He asked residents to report leaks, sewer problems, and dry hydrants. Fire agencies expect to return to normal operations within about two weeks.

Nick Bown-Crawford said a Local Assistance Center would open, ideally within 48 hours, to connect residents with services and collect damage data. Within about two months, a Long-Term Recovery Group would form to provide case management and local disaster funds. FEMA assistance is limited (average payout about $4,500), and the Small Business Administration handles business losses.

Disaster declarations and rebuilding: MCSD's Board would declare a local emergency to speed repairs and track costs, followed by County, State, and federal declarations that open more funding. The State can send additional building inspectors if County staff are overwhelmed. Residents were encouraged to photograph their property now and to report damage through OES's online form after an event.

One thing to improve before the next disaster: MCSD: better communication from fire agencies when hydrants are opened. OES: communication technology and resource depots. CAL FIRE: more household preparedness. Arcata Fire: more coordination with CERT and

more staffing. COAD: written resource-sharing agreements and neighborhood-level preparedness.

b. MMAC and MCSD Board Follow-Up Questions

A committee member asked whether MCSD could run the water system manually if its control system failed or was hacked. James Henry said yes, though it is labor-intensive, and noted the system is not connected to the internet.

c. Public Comment and Questions

Valerie Ward, Fieldbrook: Described Fieldbrook's former NEST program, in which neighbors mapped households, utility shutoffs, and shared resources, and recommended reviving it.

Kevin Creed: Asked whether regional and state resource requests need Board of Supervisors approval and how OES coordinates with PG&E. OES said requests generally do not go through the Board, and PG&E is contacted early and has its own emergency operations center.

Deputy Taylor King, Humboldt County Sheriff's Office: Stressed that knowing your neighbors, especially those who live alone, is the most effective preparedness tool.

Rita, McKinleyville CERT: Suggested stocking personal water filters for distribution and noted some CERT members went to the Middle School by mistake. The Chair reminded the public to check the posted agenda for the meeting location.

Supervisor Steve Madrone: Encouraged residents to have a go-bag ready and to consider shared distributed water storage, noting this scenario's damage would be far more widespread than the Rio Dell earthquake's.

Chair Mary Burke thanked the panelists, noting this was the second joint meeting on emergency preparedness and expressing hope that it becomes an annual event.

Announcements from panelists: OES will hold public preparedness forums countywide ahead of El Niño winter storms. COAD offers resources at humboldtcoad.org and a sandbag station map at findsandbags.org.

D. MCSD Board/Member Comments and Announcements

MCSD: The next MCSD Board meeting is Wednesday, November 4, 2026 at 6:00 pm. A community planning session on Pierson Park improvements will be held Saturday, November 7, 2026 at 10:00 am at the Teen Center.

MMAC: The next MMAC meeting is a special meeting on December 9, 2026 (location to be determined), replacing the November and December regular meetings. It will cover administrative items and be Mary Burke's last meeting as Chair.

E. Adjournment

The meeting was adjourned at 7:53 pm.

Respectfully Submitted,
Emma Haskett, Secretary

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, NOVEMBER 4, 2026 at 6:00 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

Items are listed in the order in which they were considered.

AGENDA ITEM A. CALL TO ORDER:

A.1 Roll Call: The meeting was called to order at 6:00 p.m. with following Directors and Staff in attendance in person at Azalea Hall:

Scott Binder, Director
James Biteman, Director
David Couch, Vice President
Dennis Mayo, President
Greg Orsini, Director

Pat Kaspari, General Manager
Joey Blaine, Board Secretary
James Henry, Operations Director
Samantha Howard, Finance Director
Kirsten Messmer, Parks & Recreation Director

A.2 Pledge of Allegiance

The Pledge of Allegiance was led by President Mayo.

A.3 Additions to the Agenda

There were no additions or changes to the agenda.

A.4 Approval of the Agenda:

Motion: It was moved to approve the agenda.
Motion by: Director Orsini **Second:** Director Binder
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Biteman, Couch, Orsini and Mayo Nays: None Absent: None
Motion Summary: Motion passed.

A.5 Closed Session Discussion

There was no scheduled closed session.

AGENDA ITEM B. PUBLIC HEARINGS:

B.1 Public Hearings

There was no scheduled public hearing.

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

There was no public comment.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of Draft Minutes of the Board of Directors Regular Meeting on October 7, 2026

D.2 Consider Approval of Draft September 30, 2026 Treasurer's Report

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

Motion: It was moved to approve the Consent Calendar.
Motion by: Director Couch **Second:** Director Binder
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Biteman, Couch, Orsini and Mayo Nays: None Absent: None
Motion Summary: Motion passed.

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Consider Adoption of Resolution 2026-32 Recognizing, Honoring and Commending Kyle Stone for Twenty (20) Years of Service

Operations Director Henry presented the item and read Resolution 2026-32 into the record.

Directors and Staff commended Mr. Stone on 20 years of service with the District.

Public comment was given by Kyle Stone reflecting on his tenure with the District.

Motion: It was moved to adopt Resolution 2026-19.
Motion by: Director Orsini **Second:** Director Couch
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Biteman, Couch, Orsini and Mayo Nays: None Absent: None
Motion Summary: Motion passed.

E.2 Consider Appointments of Steve Saint Thomas and Calli Coleman to the Parks and Recreation Committee (PARC) as Alternate Members

Parks and Recreation Director Messmer presented the item.

There was brief Board discussion.

Public comment was given by Callie Coleman, introducing herself to the Board.

Motion: It was moved to appoint Steven Saint Thomas and Callie Coleman for the two vacant Park and Recreation Committee (PARC) Alternate Member seats for a term of four years.
Motion by: Director Orsini **Second:** Director Biteman
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Biteman, Couch, Orsini and Mayo Nays: None Absent: None
Motion Summary: Motion passed.

E.3 Consider First Reading of Ordinance 2026-07 Amending Regulation 40 – Parks and Recreation Committee (PARC) of the MCSD Rules and Regulations

Parks and Recreation Director Messmer Presented the item.

Directors discussed and asked clarifying questions of Staff.

There was no public comment.

Motion: It was moved to approve the first reading of Ordinance 2026-07 by title only.
Motion by: Director Biteman **Second:** Director Orsini
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Biteman, Couch, Orsini and Mayo Nays: None Absent: None
Motion Summary: Motion passed.

E.4 Consider First Reading of Ordinance 2026-08 Amending Regulation 43 – Operation of Hiller Park & Sports Site of the MCSD Rules and Regulations

Parks and Recreation Director Messmer Presented the item.

Directors discussed and asked clarifying questions of Staff.

There was no public comment.

Motion: It was moved to approve the first reading of Ordinance 2026-08 by title only.
Motion by: Director Orsini **Second:** Director Binder
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Biteman, Couch, Orsini and Mayo Nays: None Absent: None
Motion Summary: Motion passed.

E.5 Consider Approving Resolution 2026-31 Authorizing Resolution for Round 5 of the Statewide Park Development and Community Revitalization Program (SPP) for Pierson Park Renovation Grant Application

Parks and Recreation Director Messmer presented the item.

Board discussion ensued and clarifying questions were asked of Staff.

There was no public comment.

Motion: It was moved to adopt Resolution 2026-31 and authorize the General Manager as representative for Round 5 of the California State Parks Statewide Park (SPP) for the proposed Pierson Park Renovation Project.
Motion by: Director Biteman **Second:** Director Couch
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Biteman, Couch, and Mayo Nays: None Absent: Orsini
Motion Summary: Motion passed.

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

a. Standing Committees

1. Parks and Recreation Committee (Binder/Biteman) Director Binder had nothing further to add to Parks and Recreation Director Messmer's written report.

2. Audit and Finance Committee (Orsini/Biteman) Did not meet.

3. Employee Negotiations Committee (Couch/Mayo) Did not meet.

4. McKinleyville Community Forest Committee (Orsini/Biteman) Did not meet.

b. Ad-Hoc Committees

1. Cyber Security Governance Ad-Hoc Committee (Binder/Orsini) Did not meet.

c. Board Liaisons

1. McKinleyville Area Fund (John Kulstad/Binder) Did not meet.

2. Redwood Region Economic Development Commission (Biteman/Mayo) Director Biteman gave a brief report of the October meeting.

3. McKinleyville Municipal Advisory Committee (Binder/Orsini) The Board briefly discussed the October 28 MMAC/MCSD joint meeting.

4. McKinleyville Senior Center (Binder/Couch) Director Binder gave a report on the ongoing activities of the Senior Center and the implementation of a new website.

5. Humboldt Local Agency Formation Commission (LAFCo) (Couch) Did not meet.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Reflecting upon the November 3, 2026 election results, President Mayo expressed that he would like to send letters of congratulations on behalf of the District to Senator McGuire, Assemblymember Rogers, and Senator-Elect Connoly. He also provided an update on his recent trip to the ACWA Region 1 Event for a comprehensive Russian River Watershed tour.

Board Secretary Blaine will be reaching out to Assemblymember Rogers and Senator-Elect Connoly's office for meetings with the Board.

F.3 STAFF REPORTS

a. **Finance and Administration Department:** Finance Director Howard had nothing further to add to her report.

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

c. **Parks & Recreation Department (Kirsten Messmer):** Parks and Recreation Director Messmer reminded the Board about the Pierson Park Community Input Workshop at the Teen Center on Saturday, November 7.

d. **General Manager (Patrick Kaspari):** General Manager Kaspari provided updates on the Fischer Lift Station Hazard Mitigation Grant, Letz Force main Replacement Project, and Mad River Crossing Project

Board Secretary Blaine provided a reminder of the special meeting on November 12 and informed the Board that, pending the time of the certification of the Election results by the County Clerk-Recorder, a special meeting will likely be scheduled for the swearing in of the appointed Directors for their new terms.

F.4 PRESIDENT'S REPORT

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

G. Meeting Adjourned at 7:21 p.m.

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Joey Blaine, CMC, Board Secretary.

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MINUTES OF THE SPECIAL MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, NOVEMBER 12, 2026 at 2:00 P.M. IN PERSON AT THE DISTRICT OFFICE, 1656 SUTTER ROAD, MCKINLEYVILLE, CALIFORNIA

A. CALL TO ORDER

1 Roll Call: The meeting was called to order at 2:00 p.m. with the following Directors and Staff in attendance:

Scott Binder, Director
James Biteman, Director
David Couch, Director
Dennis Mayo, President
Greg Orsini, Director

Pat Kaspari, General Manager
Joey Blaine, Board Secretary
Kirsten Mesmer, Parks & Recreation Director
James Henry, Operations Director
Samantha Howard, Finance Director

2 Pledge of Allegiance: The Pledge of Allegiance was led by Director Mayo.

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

4 Approval of the Agenda

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

5 CLOSED SESSION — THREAT TO PUBLIC SERVICES OR FACILITIES (Government Code § 54957(a)(1))

Consultation with: Joey Blaine, Board Secretary/Administrative Assistant; Gabriel Manigat Jr., Cybersecurity Engineer, Infinite Consulting Services

Subject: Consultation regarding cybersecurity threats, vulnerabilities, and protective measures affecting District critical infrastructure and essential public services, including security-sensitive aspects of cybersecurity policies and procedures developed under the California Office of Emergency Services State and Local Cybersecurity Grant Program.

The Board adjourned to closed session at 2:05 p.m.

The Board reconvened from closed session at 2:43 p.m.

There was no action to report out of closed session.

6 Consider Adoption of Resolution 2026-33 Adopting the Cybersecurity Policies and Procedures Manual Developed Under the California Office of Emergency Services State and Local Cybersecurity Grant Program

Board Secretary Blaine presented the item and read Resolution 2026-33 into the record

There was no public comment.

Motion: It was moved to adopt Resolution 2026-33
Motion by: Director Orsini; **Second:** Director Binder
There were no comments from the Board or public.
Roll Call: Ayes: Binder, Biteman, Couch, Mayo and Orsini Nays: None Absent: None
Motion Summary: Motion passed.

Meeting Adjourned at 2:50 p.m.

_____
Joseph Blaine, CMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **ACTION**

ITEM: D.2 **Consider Approval of October 31, 2026, DRAFT Treasurer's Report**

PRESENTED BY: **Samantha Howard, Finance Director**

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

Recommendation

Staff recommends the Board review and approve the October 31, 2026, DRAFT Treasurer's Report.

Discussion

The October 31, 2026 Treasurer's Report is the expanded report providing a year-to-date Budget to Actuals with accompanying graphs as well as a year-to-date Cash Flow report, Capital Expenditure report, and Balance Sheet by Fund. Typically, the expanded report would also include a project funding report but due to timing constraints and the learning curve for the new software, the report is not provided with this packet.

Highlights from October 2026 report are as follows:

- Grant revenue for both water and sewer is less than forecasted for fiscal year-to-date. This causes the YTD net income to show less than expected.
- As is normal, Parks and Measure B are both showing a deficit. This will improve when the first round of Property Tax and Assessment Revenue is received in December.
- YTD Breakeven Revenue is $3,403,874 and YTD Actual Operating Revenue is $3,468,246, $64,372 more than needed to break even.
- Days of Cash on Hand is showing 113 days. This value does not include liquid funds held with California CLASS which can be transferred within one business day.
- Columbia Bank Money Market account continues to earn 2.05% for the next quarter (October 1-December 31). This rate is negotiated each quarter.

Alternatives:

Staff's analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Exhibits/Attachments

Attachment 1- October 31, 2026 Treasurer's Report

McKinleyville Community Services District
DRAFT Quarterly Expanded Treasurer's Report
October 31, 2026

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Ratios

As of October 31, 2026

- Utility Accounts Receivable Turnover Days	**13**
- YTD Breakeven Revenue, Enterprise Funds:	**$ 3,403,874**
- YTD Actual Enterprise Operating Revenue:	**$ 3,468,246**
- Days of Cash on Hand-All Operations Checking/MM	**113**

McKinleyville Community Services District
Investments & Cash Flow Report-July-Oct 2026
As of October 31, 2026

Petty Cash & Change Funds		1,140.00
Cash		
Operating & Money Market - Beginning Balance		3,967,123.02
Cash Receipts:		
Utility Billings & Other Receipts	20,112,366.47	
Interest Earned-All Accounts/All Funds	11,517.52	
Transfers from County Funds #2560, #4240, CalCLASS, Meas. B	-	
Other Cash Receipts (Grants/Other Receivables)	529,389.47	
Other MISC monthly adjustments		
Total Cash Receipts		20,653,273.46
Cash Disbursements:		
Payroll Related Expenditures (incl. CalPERS UAL pmt)	(1,966,468.77)	
Transfer to California CLASS	-	
Debt Service	(1,143,424.35)	
Accounts Payable & Other/Misc Expenditures	(18,174,760.32)	
Total Cash Disbursements		(21,284,653.44)
Operating & Money Market - Ending Balance		3,335,743.04
Total Cash		3,336,883.04
Investments *(Interest and Market Valuation will be re-calculated as part of the year-end close, if material)*		
LAIF - Beginning Balance	160,456.19	
Net Quarterly Activity	3,183.85	
LAIF - Ending Balance		163,640.04
Humboldt Co. #2560 - Beginning Balance	-	
Property Taxes and Assessments	773,228.96	
Transfer to/from Operating Cash Acct or CalCLASS	-	
Interest Income	-	
Administration Fees	-	
Humboldt Co. #2560 - Ending Balance		773,228.96
Market Valuation Account (updated annually at year end)		(2,970.95)
2021 BNY COPS Series A & B - Beginning Balance	2,441,818.47	
Bond Draws for Capital Projects	(549,494.73)	
Bond Earned Interest	22,632.92	
2021 BNY COPS Series A & B - Ending Balance		1,914,956.66
2026 BNY COPS Series A & B - Beginning Balance	-	
Bond Principal Initial Distribution (Series A & B)	8,720,186.62	
Bond Draws for Capital Projects	-	
Cost of Issuance	(173,690.83)	
Bond Earned Interest	61,991.04	
2026 BNY COPS Series A & B - Ending Balance		8,608,486.83
Section 115 Trust Beginning Balance as of 09/30/2026	3,589,270.48	
Net Transfer to/from Designated Reserves: OPEB	-	
Net: Interest Income/Unrealized Gain/Loss	(100,131.96)	
Admin & Investment Expenses	(632.23)	
		3,488,506.29
CalCLASS - Beginning Balance	25,842,386.36	
Net Transfer to/from Checking	-	
Net: Interest Income/Unrealized Gain/Loss	183,125.47	
CalCLASS - Ending Balance		26,025,511.83
Total Investments		40,971,359.66
Total Cash & Investments - Current Quarter		44,308,242.70

Category	101 - General Fund (Parks)	400 - Measure B Assessment	500 - Streetlighting	501 - Water	551 - Sewer	Total
Asset						
Category: 100 - Assets						
SubCategory: 1000 - Cash and Investments						
100 - Assets	1,260,449.23	-306,795.08	202,439.20	9,702,561.60	19,438,373.14	30,297,028.09
Total SubCategory 1000 - Cash and Investments:	**1,260,449.23**	**-306,795.08**	**202,439.20**	**9,702,561.60**	**19,438,373.14**	**30,297,028.09**
SubCategory: 1001 - Restricted Cash & Invesments						
100 - Assets	280,572.85	0.00	0.00	4,739,536.79	5,783,906.70	10,804,016.34
Total SubCategory 1001 - Restricted Cash & Invesments:	**280,572.85**	**0.00**	**0.00**	**4,739,536.79**	**5,783,906.70**	**10,804,016.34**
Total Category 100 - Assets:	**1,541,022.08**	**-306,795.08**	**202,439.20**	**14,442,098.39**	**25,222,279.84**	**41,101,044.43**
Category: 110 - Receivable						
SubCategory: 1100 - Accounts Receivable						
110 - Receivable	4,782.02	0.00	4,788.82	535,449.25	507,029.50	1,052,049.59
Total SubCategory 1100 - Accounts Receivable:	**4,782.02**	**0.00**	**4,788.82**	**535,449.25**	**507,029.50**	**1,052,049.59**
SubCategory: 1102 - Grant Receivable						
110 - Receivable	181,706.92	0.00	9,152.48	1,310,488.45	337,355.10	1,838,702.95
Total SubCategory 1102 - Grant Receivable:	**181,706.92**	**0.00**	**9,152.48**	**1,310,488.45**	**337,355.10**	**1,838,702.95**
SubCategory: 1103 - Other Receivable						
110 - Receivable	415.00	0.00	0.00	0.00	0.00	415.00
Total SubCategory 1103 - Other Receivable:	**415.00**	**0.00**	**0.00**	**0.00**	**0.00**	**415.00**
SubCategory: 1104 - Property Taxes Receivable						
110 - Receivable	0.00	32.04	0.00	0.00	0.00	32.04
Total SubCategory 1104 - Property Taxes Receivable:	**0.00**	**32.04**	**0.00**	**0.00**	**0.00**	**32.04**
Total Category 110 - Receivable:	**186,903.94**	**32.04**	**13,941.30**	**1,845,937.70**	**844,384.60**	**2,891,199.58**
Category: 150 - Other Assets						
SubCategory: 1500 - Prepaid Expenses						
150 - Other Assets	132,012.39	0.00	3,142.31	31,422.59	31,422.59	197,999.88
Total SubCategory 1500 - Prepaid Expenses:	**132,012.39**	**0.00**	**3,142.31**	**31,422.59**	**31,422.59**	**197,999.88**
SubCategory: 1501 - Inventory						
150 - Other Assets	0.00	0.00	0.00	102,221.06	26,467.81	128,688.87
Total SubCategory 1501 - Inventory:	**0.00**	**0.00**	**0.00**	**102,221.06**	**26,467.81**	**128,688.87**
Total Category 150 - Other Assets:	**132,012.39**	**0.00**	**3,142.31**	**133,643.65**	**57,890.40**	**326,688.75**

Category	101 - General Fund (Parks)	400 - Measure B Assessment	500 - Streetlighting	501 - Water	551 - Sewer	Total
Category: 160 - Property, Plant and Equipment						
SubCategory: 1600 - Land						
160 - Property, Plant and Equipment	0.00	0.00	0.00	539,009.97	3,085,203.80	3,624,213.77
Total SubCategory 1600 - Land:	**0.00**	**0.00**	**0.00**	**539,009.97**	**3,085,203.80**	**3,624,213.77**
SubCategory: 1601 - Construction in Progress						
160 - Property, Plant and Equipment	0.00	0.00	0.00	15,833,990.08	2,344,740.44	18,178,730.52
Total SubCategory 1601 - Construction in Progress:	**0.00**	**0.00**	**0.00**	**15,833,990.08**	**2,344,740.44**	**18,178,730.52**
SubCategory: 1602 - Depreciable Assets						
160 - Property, Plant and Equipment	0.00	0.00	0.00	19,868,133.63	48,281,085.62	68,149,219.25
Total SubCategory 1602 - Depreciable Assets:	**0.00**	**0.00**	**0.00**	**19,868,133.63**	**48,281,085.62**	**68,149,219.25**
SubCategory: 1603 - Accumulated Depreciation						
160 - Property, Plant and Equipment	0.00	0.00	0.00	-10,838,068.50	-23,718,401.12	-34,556,469.62
Total SubCategory 1603 - Accumulated Depreciation:	**0.00**	**0.00**	**0.00**	**-10,838,068.50**	**-23,718,401.12**	**-34,556,469.62**
Total Category 160 - Property, Plant and Equipment:	**0.00**	**0.00**	**0.00**	**25,403,065.18**	**29,992,628.74**	**55,395,693.92**
Category: 180 - Deferred Outflows of Resources						
SubCategory: 1800 - Deferred Pension Outflows						
180 - Deferred Outflows of Resources	0.00	0.00	0.00	255,011.00	307,632.00	562,643.00
Total SubCategory 1800 - Deferred Pension Outflows:	**0.00**	**0.00**	**0.00**	**255,011.00**	**307,632.00**	**562,643.00**
Total Category 180 - Deferred Outflows of Resources:	**0.00**	**0.00**	**0.00**	**255,011.00**	**307,632.00**	**562,643.00**
Total Asset:	**1,859,938.41**	**-306,763.04**	**219,522.81**	**42,079,755.92**	**56,424,815.58**	**100,277,269.68**
Liability						
Category: 200 - Liabilites						
SubCategory: 2000 - Accounts Payable						
200 - Liabilites	225,126.39	5,852.64	862.37	188,359.62	38,626.38	458,827.40
Total SubCategory 2000 - Accounts Payable:	**225,126.39**	**5,852.64**	**862.37**	**188,359.62**	**38,626.38**	**458,827.40**
SubCategory: 2100 - Accrued Wages Payable						
200 - Liabilites	176,818.03	0.00	0.00	1,211.37	624.65	178,654.05
Total SubCategory 2100 - Accrued Wages Payable:	**176,818.03**	**0.00**	**0.00**	**1,211.37**	**624.65**	**178,654.05**
SubCategory: 2101 - Compensated Absences						
200 - Liabilites	0.00	0.00	0.00	181,071.72	183,077.66	364,149.38
Total SubCategory 2101 - Compensated Absences:	**0.00**	**0.00**	**0.00**	**181,071.72**	**183,077.66**	**364,149.38**
Total Category 200 - Liabilites:	**401,944.42**	**5,852.64**	**862.37**	**370,642.71**	**222,328.69**	**1,001,630.83**
Category: 220 - Long Term Debt						
SubCategory: 2200 - Bond Payable						
220 - Long Term Debt	0.00	0.00	0.00	9,080,164.06	7,577,925.52	16,658,089.58
Total SubCategory 2200 - Bond Payable:	**0.00**	**0.00**	**0.00**	**9,080,164.06**	**7,577,925.52**	**16,658,089.58**
SubCategory: 2202 - Loan Payable						
220 - Long Term Debt	0.00	0.00	0.00	1,168,343.62	14,876,225.85	16,044,569.47

Category	101 - General Fund (Parks)	400 - Measure B Assessment	500 - Streetlighting	501 - Water	551 - Sewer	Total
Total SubCategory 2202 - Loan Payable:	**0.00**	**0.00**	**0.00**	**1,168,343.62**	**14,876,225.85**	**16,044,569.47**
Total Category 220 - Long Term Debt:	**0.00**	**0.00**	**0.00**	**10,248,507.68**	**22,454,151.37**	**32,702,659.05**
Category: 250 - Other Liabilities						
SubCategory: 2500 - Deposits						
250 - Other Liabilities	13,447.50	0.00	0.00	145,650.99	22,140.50	181,238.99
Total SubCategory 2500 - Deposits:	**13,447.50**	**0.00**	**0.00**	**145,650.99**	**22,140.50**	**181,238.99**
SubCategory: 2501 - Unearned Revenue						
250 - Other Liabilities	0.00	0.00	0.00	2,500.00	0.00	2,500.00
Total SubCategory 2501 - Unearned Revenue:	**0.00**	**0.00**	**0.00**	**2,500.00**	**0.00**	**2,500.00**
SubCategory: 2502 - OPEB Liability						
250 - Other Liabilities	0.00	0.00	0.00	827,693.00	998,484.00	1,826,177.00
Total SubCategory 2502 - OPEB Liability:	**0.00**	**0.00**	**0.00**	**827,693.00**	**998,484.00**	**1,826,177.00**
SubCategory: 2503 - Net Pension Liability						
250 - Other Liabilities	0.00	0.00	0.00	823,210.00	993,077.00	1,816,287.00
Total SubCategory 2503 - Net Pension Liability:	**0.00**	**0.00**	**0.00**	**823,210.00**	**993,077.00**	**1,816,287.00**
Total Category 250 - Other Liabilities:	**13,447.50**	**0.00**	**0.00**	**1,799,053.99**	**2,013,701.50**	**3,826,202.99**
Category: 280 - Deferred Inflows of Resources						
SubCategory: 2801 - Deffered Pension Inflow						
280 - Deferred Inflows of Resources	0.00	0.00	0.00	3,981.00	4,802.00	8,783.00
Total SubCategory 2801 - Deffered Pension Inflow:	**0.00**	**0.00**	**0.00**	**3,981.00**	**4,802.00**	**8,783.00**
SubCategory: 2802 - Deferred OPEB Inflows						
280 - Deferred Inflows of Resources	0.00	0.00	0.00	1,135,303.00	1,369,568.00	2,504,871.00
Total SubCategory 2802 - Deferred OPEB Inflows:	**0.00**	**0.00**	**0.00**	**1,135,303.00**	**1,369,568.00**	**2,504,871.00**
Total Category 280 - Deferred Inflows of Resources:	**0.00**	**0.00**	**0.00**	**1,139,284.00**	**1,374,370.00**	**2,513,654.00**
Category: 290 - Net Position						
SubCategory: 2900 - Net Position/Fund Balance						
290 - Net Position	0.00	0.00	0.00	-79.92	-79.92	-159.84
Total SubCategory 2900 - Net Position/Fund Balance:	**0.00**	**0.00**	**0.00**	**-79.92**	**-79.92**	**-159.84**
Total Category 290 - Net Position:	**0.00**	**0.00**	**0.00**	**-79.92**	**-79.92**	**-159.84**
Total Liability:	**415,391.92**	**5,852.64**	**862.37**	**13,557,408.46**	**26,064,471.64**	**40,043,987.03**
Equity						
Category: 290 - Net Position						
SubCategory: 2900 - Net Position/Fund Balance						
290 - Net Position	2,112,324.66	-102,877.42	206,867.83	28,062,486.20	30,314,882.24	60,593,683.51
Total SubCategory 2900 - Net Position/Fund Balance:	**2,112,324.66**	**-102,877.42**	**206,867.83**	**28,062,486.20**	**30,314,882.24**	**60,593,683.51**
Total Category 290 - Net Position:	**2,112,324.66**	**-102,877.42**	**206,867.83**	**28,062,486.20**	**30,314,882.24**	**60,593,683.51**
Total Total Beginning Equity:	**2,112,324.66**	**-102,877.42**	**206,867.83**	**28,062,486.20**	**30,314,882.24**	**60,593,683.51**

McKinleyville Community Services District
Activity Summary by Fund, Approved Budget
October 31, 2026

Department Summaries	July	August	September	October	% of Year 33.33% YTD	Approved YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Approved Total Budget	Remaining Budget	Remaining Budget %	Notes
									% Year Remaining:		66.67%	
Water												All budgeted values are spread evenly across 12 months, but actuals vary by activity
Water Sales	470,062	440,186	508,519	395,823	1,814,590	1,600,000	214,590	13.41%	4,800,000	2,985,410	62.20%	
Other Revenues	34,933	6,962	12,462	17,190	71,548	78,362	(6,814)	-8.70%	235,086	163,538	69.57%	
Total Operating Revenues	504,995	447,148	520,981	413,013	1,886,137	1,678,362	207,775	12.38%	5,035,086	3,148,949	62.54%	
Salaries & Benefits	243,087	106,340	106,402	97,198	553,028	556,516	(3,488)	-0.63%	1,669,549	1,116,521	66.88%	Salary budget showing as high in July due to Annual UAL payment.
Water Purchased	117,597	119,084	120,304	120,830	477,815	475,560	2,255	0.47%	1,426,679	948,864	66.51%	
Other Expenses	186,362	135,544	46,909	84,365	453,180	369,575	83,605	22.62%	1,108,726	655,546	59.13%	Issuance Expense for Bond Issuance hit in August as well as Arbitrage Charges for 2021 bonds.
Depreciation	38,083	38,083	38,083	38,083	152,333	154,030	(1,697)	-1.10%	462,090	309,757	67.03%	
Total Operating Expenses	585,130	399,052	311,699	340,476	1,636,356	1,555,681	80,675	5.19%	4,667,044	3,030,688	64.94%	
Net Operating Income	(80,136)	48,097	209,282	72,537	249,781	122,681	127,100		368,042	118,261		
Grants	-	580	157,130	-	157,710	654,000	(496,290)		1,962,000	1,804,290	91.96%	
Interest Income	8,487	17,194	19,406	19,979	65,065	66,667	(1,602)	-2.40%	200,000	134,935	67.47%	
Loss(Gain) on Disposal	-	-	-	-	-	1,000	(1,000)		3,000	3,000	100.00%	
Interest Expense	13,353	-	-	-	13,353	89,181	(75,828)	85.03%	267,542	254,189	95.01%	
Total Non-Operating Income	(4,865)	17,774	176,536	19,979	209,423	632,486	(423,063)		1,897,458	1,688,035		
Net Income (Loss)	**(85,001)**	**65,871**	**385,818**	**92,516**	**459,204**	**755,167**	**(295,963)**		**2,265,500**	**1,806,296**		
Wastewater												All budgeted values are spread evenly across 12 months, but actuals vary by activity
Wastewater Service Charges	408,380	412,643	437,298	395,336	1,653,656	1,600,000	53,656	3.35%	4,800,000	3,146,344	65.55%	
Other Revenues	53,493	9,636	22,645	14,827	100,601	107,057	(6,456)	-6.03%	321,172	220,571	68.68%	
Total Operating Revenues	461,872	422,279	459,943	410,163	1,754,257	1,707,057	47,200	2.77%	5,121,172	3,366,915	65.75%	
Salaries & Benefits	256,384	126,161	136,046	160,355	678,946	586,758	92,188	15.71%	1,760,274	1,081,328	61.43%	Salary budget showing as high in July due to Annual UAL payment.
Other Expenses	167,093	264,506	78,760	70,414	580,773	462,866	117,907	25.47%	1,388,598	807,825	58.18%	Issuance Expense for Bond Issuance hit in August as well as Arbitrage Charges for 2021 bonds.
Depreciation	129,167	129,167	129,167	129,167	516,667	544,251	(27,584)	-5.07%	1,632,753	1,116,086	68.36%	
Total Operating Expenses	552,644	519,834	343,972	359,936	1,776,386	1,593,875	182,511	11.45%	4,781,625	3,005,239	62.85%	
Net Operating Income	(90,772)	(97,555)	115,970	50,227	(22,129)	113,182	(135,311)		339,547	361,676		
Grants	-	580	-	-	580	1,000,000	(999,420)	-99.94%	3,000,000	2,999,420	99.98%	
Interest Income	38,048	34,019	35,918	38,728	146,714	133,333	13,381	10.04%	400,000	253,286	63.32%	
Loss(Gain) on Disposal	-	-	-	-	-	-	-		-	-		
Interest Expense	(160,150)	204,540	34,696	-	79,086	125,410	(46,324)	36.94%	376,229	297,143	78.98%	Negative interest expense because of Fiscal Year End reversals for timing.
Total Non-Operating Income	198,198	(169,941)	1,222	38,728	68,207	1,007,923	(939,716)		3,023,771	2,955,564	97.74%	
Net Income (Loss)	**107,426**	**(267,496)**	**117,193**	**88,956**	**46,079**	**1,121,105**	**(1,075,026)**		**3,363,318**	**3,317,239**		
Enterprise Funds Net Income (Loss)	**22,425**	**(201,625)**	**503,011**	**181,472**	**505,282**	**1,876,272**	**(1,370,990)**		**5,628,818**	**5,123,536**		

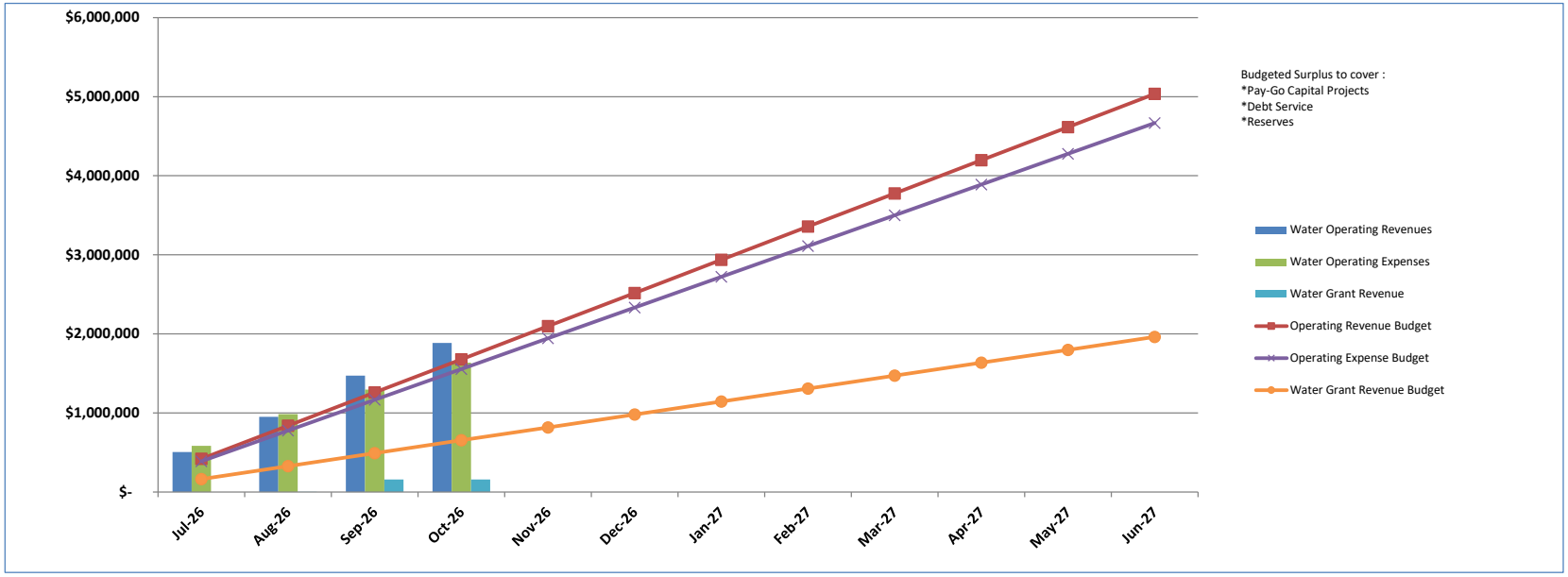
McKinleyville Community Services District
Activity Summary by Fund, Approved Budget
October 31, 2026

Department Summaries	July	August	September	October	% of Year 33.33% YTD	Approved YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Approved Total Budget	Remaining Budget	Remaining Budget %	Notes
									% Year Remaining:		66.67%	
***Parks & Recreation**												All budgeted values are spread evenly across 12 months, but actuals vary by activity
Program Fees	19,688	92,810	194,315	80,109	386,922	255,250	131,672	51.59%	765,750	378,828	49.47%	Received Kids Club Reimbursement in September 2026
Rents & Facility Related Fees	4,206	6,464	9,773	5,547	25,989	34,205	(8,216)	-24.02%	102,614	76,625	74.67%	
Property Taxes	-	-	-	-	-	290,000	(290,000)	-100.00%	870,000	870,000	100.00%	Property Tax revenue received in December, April, and June
Other Revenues	13,795	13,583	13,893	11,323	52,594	65,364	(12,770)	-19.54%	196,093	143,499	73.18%	
Interest Income	13,092	11,982	11,574	12,354	49,002	58,333	(9,331)	-16.00%	175,000	125,998	72.00%	
									1,239,457			
Total Revenues	50,781	124,839	229,555	109,332	514,506	703,152	(188,646)	-26.83%	2,109,457	1,594,951	75.61%	
Salaries & Benefits	236,386	117,681	122,924	134,985	611,976	470,944	141,032	29.95%	1,412,831	800,855	56.68%	Salary budget showing as high in July due to Annual UAL payment.
Other Expenditures	16,458	23,096	14,744	27,711	82,009	119,537	(37,528)	-31.39%	358,610	276,601	77.13%	
Total Expenditures	252,844	140,778	137,668	162,695	693,985	590,481	103,504	17.53%	1,771,441	1,077,456	60.82%	
Other Financing Sources:												
Capital Contributions	384	241	20	3,134	3,778	500	3,278	655.61%	1,500	(2,278)	-151.87%	
Grant Revenues	-	-	-	-	-	375,333	(375,333)	-100.00%	1,126,000	1,126,000	100.00%	
Capital Expenditures	1,613	221,535	70,556	198,374	492,078	508,000	(15,922)	-3.13%	1,524,000	1,031,922	67.71%	
Excess (Deficit)	**(203,292)**	**(237,233)**	**21,350**	**(248,603)**	**(667,778)**	**(19,495)**	**(648,283)**		**(58,484)**			
***Measure B Assessment**												All budgeted values are spread evenly across 12 months, but actuals vary by activity
Total Revenues	4,338	4,368	4,299	3,687	16,693	266,142	(249,449)	-93.73%	798,425	781,732	97.91%	Assessment Revenue Received in December, April, and June
										-		
Salaries & Benefits	20,801	27,261	24,942	26,259	99,263	72,222	27,041	37.44%	216,665	117,402	54.19%	
Other Expenditures	13,062	17,383	9,606	14,937	54,988	95,899	(40,911)	-42.66%	287,696	232,708	80.89%	
Capital Expenditures/Loan Repayment	9,113	-	-	63,068	72,181	35,667	36,514	102.37%	107,000	34,819	32.54%	Teen Center Loan Payment in October 2026
Total Expenditures	42,976	44,643	34,548	104,264	226,431	203,788	22,643	11.11%	611,361	384,930	62.96%	
Excess (Deficit)	**(38,637)**	**(40,275)**	**(30,249)**	**(100,576)**	**(209,738)**	**62,354**	**(272,092)**		**187,064**	**396,802**		
***Street Lights**												All budgeted values are spread evenly across 12 months, but actuals vary by schedule
Total Revenues	13,366	13,180	13,166	13,156	52,868	51,017	1,851	3.63%	153,050	100,182	65.46%	
Salaries & Benefits	8,606	4,340	3,561	4,292	20,799	19,608	1,191	6.07%	58,824	38,025	64.64%	Salary budget showing as high in July due to Annual UAL payment.
Other Expenditures	4,938	4,906	4,314	6,048	20,207	27,447	(7,240)	-26.38%	82,342	62,135	75.46%	
Capital Expenditures/Loan Repayment	-	-	-		-	31,667	(31,667)	-100.00%	95,000	95,000	100.00%	Budgeted to purchase a boom truck in FY26/27.
Total Expenditures	13,544	9,246	7,875	10,341	41,006	78,722	(37,716)	-47.91%	236,166	195,160	82.64%	
Excess (Deficit)	**(177)**	**3,934**	**5,291**	**2,815**	**11,862**	**(27,705)**	**39,567**		**(83,116)**	**(94,978)**		
Governmental Funds Excess (Deficit)	**(242,107)**	**(273,575)**	**(3,608)**	**(346,365)**	**(865,654)**	**15,154**	**(880,808)**		**45,464**	**301,824**		

*Governmental Funds use a modified accrual basis of accounting per GASB

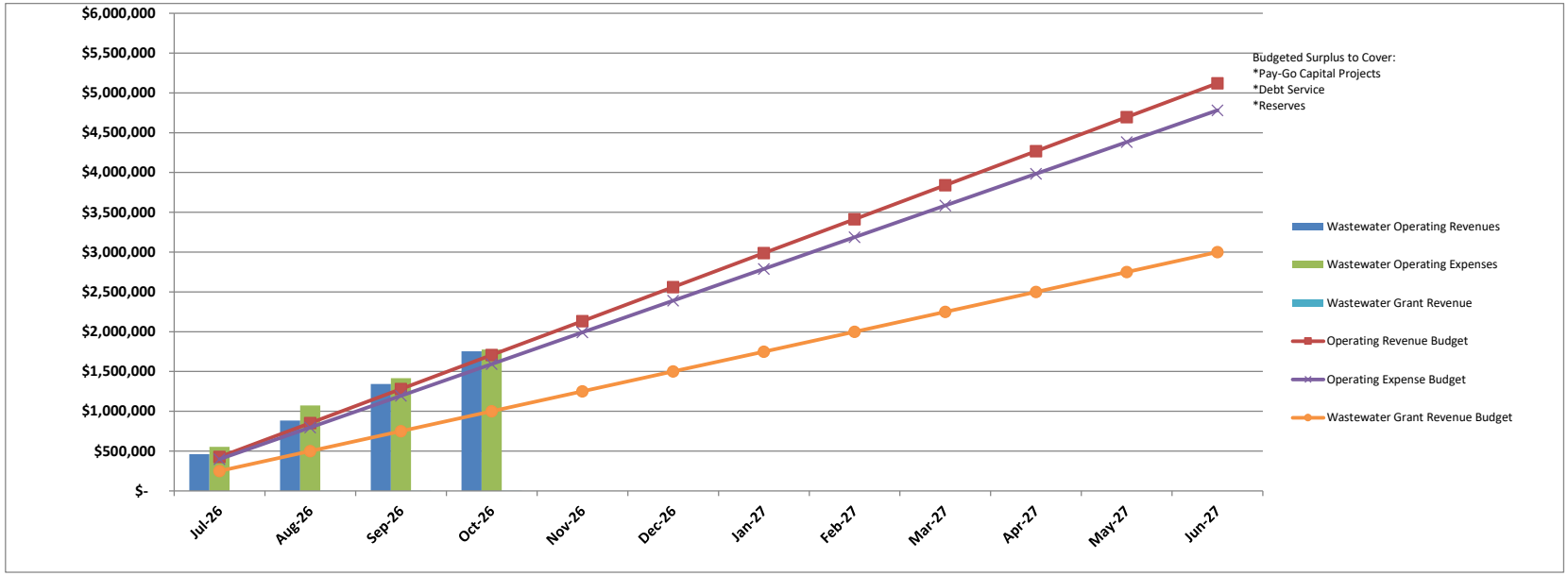
McKinleyville Community Services District
As of October 31, 2026

Comparison of Water Fund Operating Revenues & Expenses to Budget



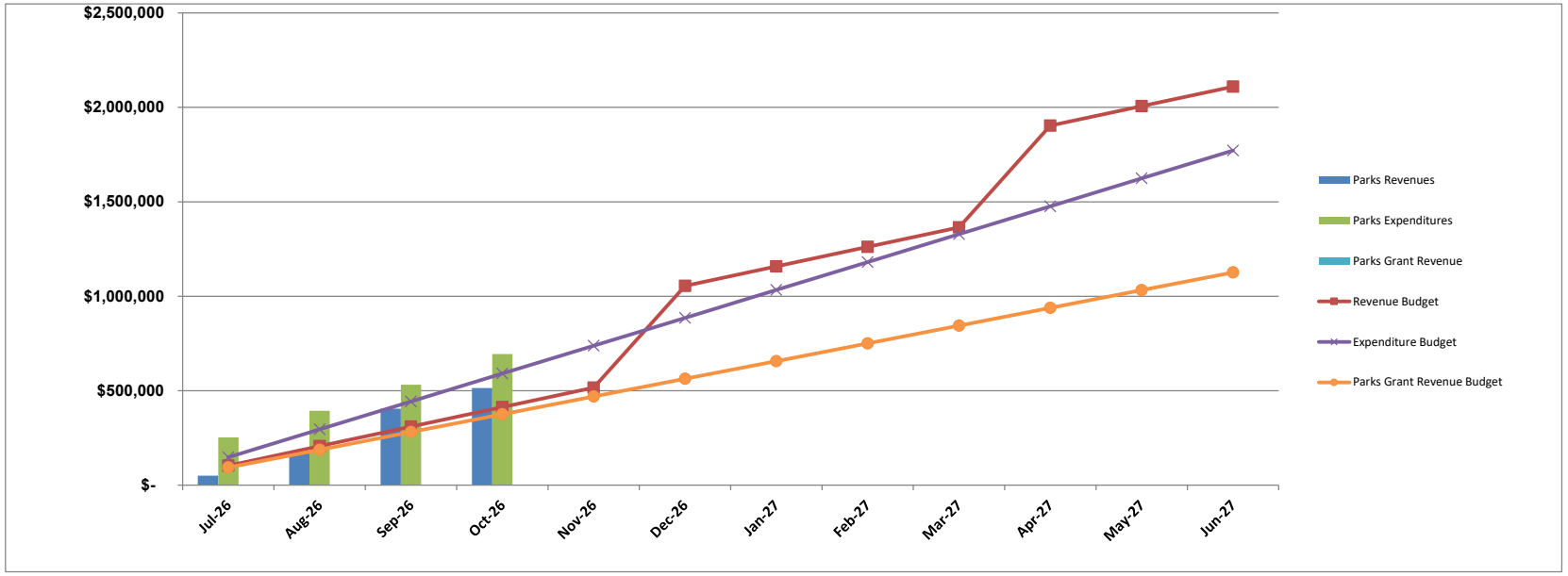
McKinleyville Community Services District
As of October 31, 2026

Comparison of Wastewater Fund Operating Revenues & Expenses to Budget



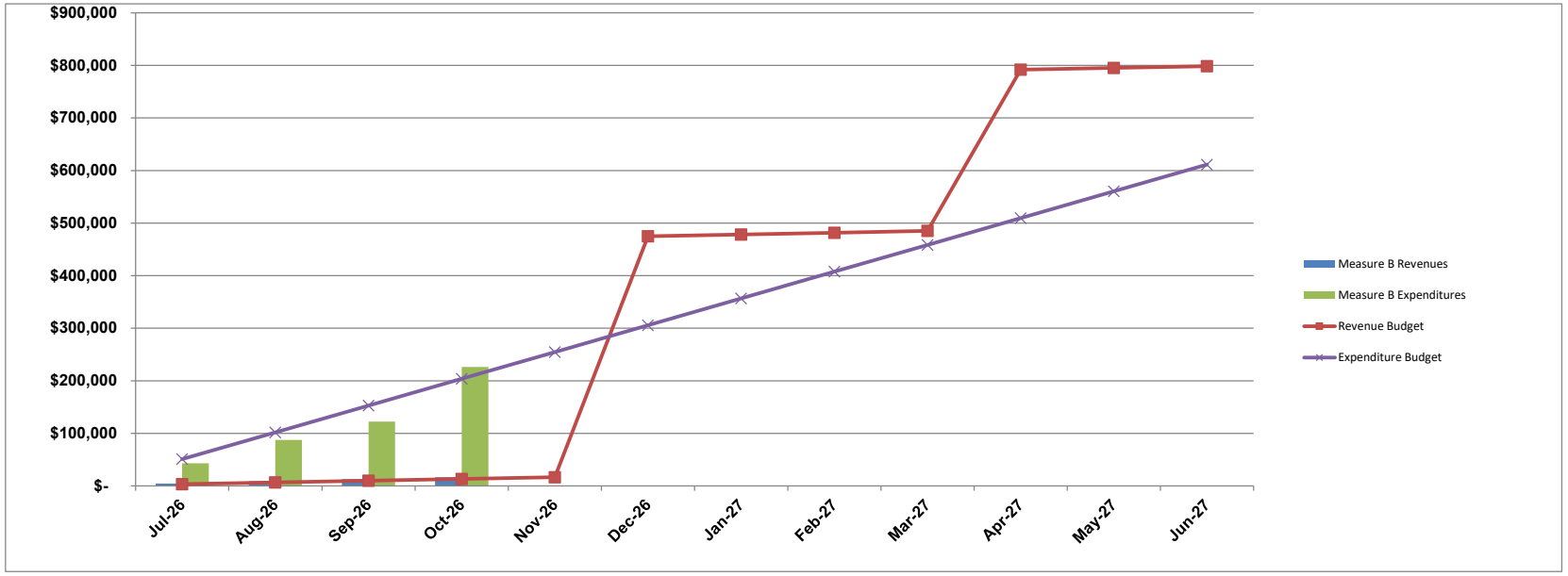
McKinleyville Community Services District
As of October 31, 2026

Comparison of Parks & Recreation Total Revenues & Expenditures to Budget



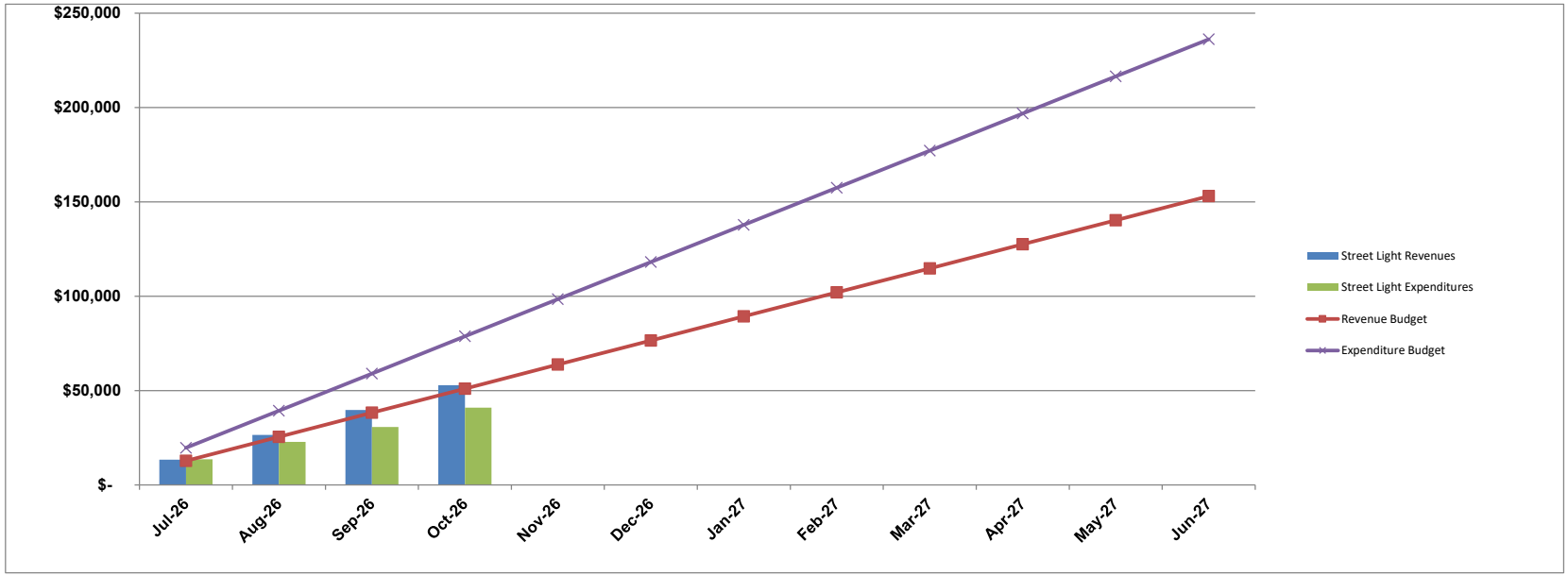
McKinleyville Community Services District
As of October 31, 2026

Comparison of Measure B Fund Total Revenues & Expenditures to Budget



McKinleyville Community Services District
As of October 31, 2026

Comparison of Street Light Fund Total Revenues & Expenditures to Budget



McKinleyville Community Services District
Capital Expenditure Quarterly Report
As of October 31, 2026

	July	August	September	October	YTD Total	FY 26-27 Budget	Remaining Budget $	Remaining Budget %	Notes
ENTERPRISE FUND &STREELIGHT CIP									
Heavy Equipment									
Backhoe/Skidsteer/Excavator & Attachments	14,050	14,053	-	-	28,103	30,000	1,897	6%	Single purchase
Tractor and Attachments	-	-	-	-	-	10,000	10,000	100%	Single purchase
Air Compressor and Appurtenances	-	-	-	-	-	22,000	22,000	100%	Single purchase
Subtotal	**14,050**	**14,053**	**-**	**-**	**28,103**	**62,000**	**33,897**		
Utility Vehicles									
3/4 or 1-Ton Pickup	-	-	-	-	-	85,000	85,000	100%	Single purchase
Car	-	-	31,892	-	31,892	29,000	(2,892)	-10%	Single purchase
Subtotal	**-**	**-**	**31,892**	**-**	**31,892**	**114,000**	**82,108**		
Water System									
Norton Water Tank Rehabilition	-	-	-	-	-	1,000,000	1,000,000	100%	
Emergency Water Supply-Mad River Crossing	10,859	28,548	92,285	-	131,692	1,000,000	868,308	87%	
McCluski Tank 3 Replacement	-	40,916	11,646	46,848	99,410	3,000,000	2,900,590	97%	
McCluski Pipeline Assessment & Replacement	-	-	-	-	-	100,000	100,000	100%	
Fire Hydrant System Upgrade	-	-	-	-	-	7,000	7,000	100%	
Ramey Pump Station Upgrade	-	-	-	-	-	12,000	12,000	100%	
Water Main Rehabilitation and Replacement	-	2,040	-	-	2,040	1,000,000	997,960	100%	
Subtotal	**10,859**	**71,504**	**103,931**	**46,848**	**233,142**	**6,119,000**	**5,885,858**		
Sewer System									
WWMF Pumps & Motors	-	-	-	-	-	20,000	20,000	100%	
Hwy Sewer Undercrossing Project	12,327	-	12,124	12,039	36,490	4,000,000	3,963,510	99%	
Sewer Main Rehap & Replacement	1,456	-	8,385	14,089	23,931	1,000,000	976,069	98%	
Sewer Lift Station Pump & Generator Replacement	-	-	-	-	-	40,000	40,000	100%	
Underground Pipe Locater & Camera	-	-	-	-	-	5,000	5,000	100%	Single purchase
Sewer Main Camera Unit	-	-	-	-	-	50,000	50,000	100%	Single purchase
SCNA Apparatus & Bottles	-	-	-	-	-	6,000	6,000	100%	Single purchase
Fischer Lift Station Upgrades	2,095	90,458	-	-	92,554	1,250,000	1,157,446	93%	
Electric Vehicle Charging Station	-	-	-	-	-	100,000	100,000	100%	
Trench Plates	-	-	-	-	-	9,000	9,000	100%	Single purchase
WWMF Fencing & Gate	-	-	-	-	-	10,000	10,000	100%	
Subtotal	**15,878**	**90,458**	**20,510**	**26,129**	**152,975**	**6,490,000**	**6,337,025**		
Office, Corporation Yard and Shops									
Property Purchase -Behind Main Office	-	-	-	-	-	450,000	450,000	100%	If the option presents itself
Office Building	263,400	-	1,538	12,500	277,438	300,000	22,562	8%	Main office improvements
Major Building Repairs	-	-	-	-	-	20,000	20,000	100%	
Subtotal	**263,400**	**-**	**1,538**	**12,500**	**277,438**	**770,000**	**492,562**		

McKinleyville Community Services District
Capital Expenditure Quarterly Report
As of October 31, 2026

	July	August	September	October	YTD Total	FY 26-27 Budget	Remaining Budget $	Remaining Budget %	Notes
Computers, Software, and Equipment									
Computers, Printers, File Server Upgrades	-	-	-	-	-	20,000	20,000	100%	
MOM Upgrade & Replacement ERP Eval	11,333	2,557	20,246	8,265	42,400	180,000	137,600	76%	
Office Equipment (Non-computer)	-	-	-	-	-	5,000	5,000	100%	
Subtotal	**11,333**	**2,557**	**20,246**	**8,265**	**42,400**	**205,000**	**162,600**		
Reclamation (Fischer/Pialorsi Ranches)									
Barn, Fence, House upgrades	-	-	-	-	-	15,000	15,000	100%	
Recycled Wastewater Project	-	-	894	262	1,156	3,000,000	2,998,844	100%	
Subtotal	**-**	**-**	**894**	**262**	**1,156**	**3,015,000**	**3,013,844**		
Small Equipment & Other									
Misc/Emergency Equipment Replacement	-	-	-	-	-	20,000	20,000	100%	
Subtotal	**-**	**-**	**-**	**-**	**-**	**20,000**	**20,000**		
Streetlights									
Lift Truck	-	-	-	-	-	90,000	90,000	100%	Single Purchase
Pole Replacement	-	-	-	-	-	5,000	5,000	100%	Do we need anymore poles this year?
Subtotal	**-**	**-**	**-**	**-**	**-**	**95,000**	**95,000**		
ENTERPRISE & STREETLIGHT CIP TOTAL	**315,520**	**178,571**	**179,011**	**94,003**	**767,106**	**16,890,000**	**16,122,894**		

McKinleyville Community Services District
Capital Expenditure Quarterly Report
As of October 31, 2026

	July	August	September	October	YTD Total	FY 26-27 Budget	Remaining Budget $	Remaining Budget %	Notes
PARKS AND RECREATION CIP									
Hiller Park & Sports Complex Project									
Park Landscaping & Signage	-	-	-	-	-	5,000	5,000	100%	
Playground Structure Replacement	373	69	-	-	442	45,000	44,558	99%	
Back Stops	-	-	-	-	-	30,000	30,000	100%	
Subtotal	**373**	**69**	**-**	**-**	**442**	**80,000**	**79,558**		
Pierson Park Upgrades									
Gazebo Rehabilitation/Replacement	-	-	-	6,602	6,602	11,000	4,398	40%	
Park Restroom/Garage	-	-	-	-	-	20,000	20,000	100%	
Subtotal	**-**	**-**	**-**	**6,602**	**6,602**	**31,000**	**24,398**		
Azalea Hall Upgrades									
Major Appliance Replacement	-	-	-	-	-	10,000	10,000	100%	In the event replacement is needed.
Replace Flooring	-	-	-	-	-	15,000	15,000	100%	Replace AH Flooring
Exterior Repairs/Replacement	-	-	-	-	-	50,000	50,000	100%	
Subtotal	**-**	**-**	**-**	**-**	**-**	**75,000**	**75,000**		
McKinleyville Activity Center Upgrades									
Equipment Replacement/Rehabilitation	-	-	-	-	-	10,000	10,000	100%	
Flooring Replacement	-	-	-	-	-	100,000	100,000	100%	Grant Dependent
Siding Repair/Replacement	-	-	-	-	-	70,000	70,000	100%	
Bleacher Replacement	9,113	-	-	-	9,113	10,000	887	9%	
Subtotal	**9,113**	**-**	**-**	**-**	**9,113**	**190,000**	**180,887**		
Other Parks Projects & Equipment									
Mower & Landscaping Equipment	-	-	-	-	-	26,000	26,000	100%	
GFA portion of new Car	-	-	7,973	-	7,973	8,000	27	0%	
Truck from Ops	-	-	-	-	-	11,000	11,000	100%	
Subtotal	**-**	**-**	**7,973**	**-**	**7,973**	**45,000**	**37,027**		
McKinleyville Library Projects									
Floor Replacement	-	-	-	-	-	16,000	16,000	100%	Grant Dependent
Furnace Replacement	-	-	-	-	-	10,000	10,000	100%	Grant Dependent
Fire Suppression System	-	-	-	-	-	20,000	20,000	100%	
ADA Compliance	-	-	-	-	-	100,000	100,000	100%	
Subtotal	**-**	**-**	**-**	**-**	**-**	**146,000**	**146,000**		
Teen & Community Center									
Kitchen Equipment & Appliances	-	-	-	-	-	8,000	8,000	100%	
Subtotal	**-**	**-**	**-**	**-**	**-**	**8,000**	**8,000**		

McKinleyville Community Services District
Capital Expenditure Quarterly Report
As of October 31, 2026

	July	August	September	October	YTD Total	FY 26-27 Budget	Remaining Budget $	Remaining Budget %	Notes
BMX Track and Park									
Park Restroom/Concessions	-	-	-	-	-	20,000	20,000	100%	
Electric Charging Stations	-	-	-	34,404	34,404	38,000	3,596	9%	
BMX Track and Park-Construction	1,240	221,466	70,556	159,075	452,337	-	(452,337)	#DIV/0!	This will need to addressed in budget revision
Subtotal	**1,240**	**221,466**	**70,556**	**193,479**	**486,740**	**58,000**	**(428,740)**		
Community Forest									
Signage	-	-	-	-	-	7,000	7,000	100%	Huffman Appropriation
Trail Development	-	-	-	-	-	7,000	7,000	100%	For Trail Partnerships
Design & Permitting for Widow White Creek	-	-	-	-	-	25,000	25,000	100%	Huffman Appropriation
Bridge at Widow White Creek	-	-	-	-	-	250,000	250,000	100%	Huffman Appropriation
Design & Permitting for Mill Creek	-	-	-	-	-	20,000	20,000	100%	Huffman Appropriation
Bridge at Mill Creek	-	-	-	-	-	250,000	250,000	100%	Huffman Appropriation
First Rd Access and Parking Lot	-	-	-	-	-	150,000	150,000	100%	Huffman Appropriation
Road Gravel	-	-	-	-	-	198,000	198,000	100%	Huffman Appropriation
Murray Rd Parking Lot Phase 2 Development	-	-	-	-	-	100,000	100,000	100%	Huffman Appropriation
Subtotal	**-**	**-**	**-**	**-**	**-**	**1,007,000**	**1,007,000**		
Miscellaneous Park Project									
Hewitt Ranch Parking & Ammenities	-	-	-	-	-	10,000	10,000	100%	
Subtotal	**-**	**-**	**-**	**-**	**-**	**10,000**	**10,000**		
PARKS & REC CIP TOTAL	**10,726**	**221,535**	**78,529**	**200,081**	**510,871**	**1,650,000**	**1,139,129**	**69%**	
All Funds Total	**326,246**	**400,106**	**257,540**	**294,084**	**1,277,977**	**18,540,000**	**17,262,023**	**93%**	

McKinleyville Community Services District
Summary of Long-Term Debt Quarterly Report
As of October 31, 2026

Principal Maturities and Scheduled Interest

	%	Maturity Date		Balance- June 30, 2026	Balance- Sept 30, 2026	FY-27	Thereafter
Water Fund:							
I-Bank		8/1/30	P	312,460.67	254,040.96	58,419.71	254,040.99
Interest	3.37%		I			9,545.55	17,483.18
State of CA Energy Commission (ARRA)		12/22/26	P	6,194.26	6,194.26	6,194.07	-
Interest	1.0%		I			31.06	-
State of CA (Davis Grunsky)		1/1/33	P	788,867.91	788,867.91	104,521.40	684,346.51
State of CA (Davis Grunsky) Deferred Interest		1/1/33	P	119,240.49	119,240.49	17,035.12	102,205.37
Interest	2.5%		I			19,721.70	61,112.02
COPS - Series 2021A, Water Fund		8/1/51	P	4,447,380.87	4,330,811.21	100,000.00	3,900,000.00
Interest	2.93%	8/1/51	I			137,700.00	1,982,337.50
COPS - Series 2026A, Water Fund		8/1/56	P	-	4,410,000.00	-	4,410,000.00
Interest	5.00%		I			123,725.01	4,100,750.00
Total Water Fund-Principal				5,674,144.20	9,909,154.83	286,170.30	9,350,592.87
Total Water Fund-Interest						290,723.32	6,161,682.70
Total Water Fund				**5,674,144.20**	**9,909,154.83**	**576,893.62**	**15,512,275.57**
Wastewater Fund:							
WWMF SRF Loan		7/31/47	P	12,214,608.33	11,747,009.98	467,598.35	11,747,009.98
Interest	1.6%		I			195,433.73	2,176,663.70
Chase Bank (Pialorsi Property)		3/8/35	P	958,600.00	909,500.00	98,700.00	859,900.00
Interest	2.9%		I			17,746.95	71,078.05
COPS - Series 2021B, Wastewater Fund		9/15/51	P	3,596,611.69	3,498,774.22	85,000.00	3,491,759.63
Interest	2.93%	9/15/51	I			108,806.25	1,606,718.75
COPS - Series 2026B, Wastewater Fund		9/15/56	P	-	3,785,000.00	-	3,785,000.00
Interest	5.00%		I			129,320.84	3,523,875.00
Microgrid SRF Loan		12/31/38	P	2,219,715.87	2,219,715.87	153,073.58	2,066,642.29
Interest	1.80%		I			39,954.89	249,699.42
Total Wastewater Fund-Principal				18,989,535.89	22,160,000.07	804,371.93	21,950,311.90
Total Wastewater Fund-Interest						491,262.66	7,628,034.92
Total Sewer Fund				**18,989,535.89**	**22,160,000.07**	**1,295,634.59**	**29,578,346.82**
Meas. B Fund: Teen/Comm Center Loan		11/1/29	P	462,583.00	350,888.00	113,696.00	293,040.00
	3.55%		I			13,759.52	16,259.74
Total Principal				25,126,263.09	32,420,042.90	1,204,238.23	31,593,944.77
Total Interest						795,745.50	13,805,977.36
Total				**25,126,263.09**	**32,420,042.90**	**1,999,983.73**	**45,399,922.13**

Non-debt Long Term Liabilities, District-wide

OPEB Liability		2,967,040.00
CalPERS Pension Liability		2,955,409.95

McKinleyville Community Services District
Cash Disbursement Detail Report
For the Period October 1st through October 31th, 2026

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
Accounts Payable Disbursements						
45785	10/07/2026	10102	101 NETLINK	80.00		BACKUP INTERNET SERVICES
45786	10/07/2026	ADV01	ADVANCED SECURITY SYSTEM	1,249.50		SECURITY ALARMS
45787	10/07/2026	VEN01019	CUSTOMER	250.00		DEPOSIT REFUND
45788	10/07/2026	AUT03	AUTOZONE, INC.	288.65		VEHICLE REPAIRS
45789	10/07/2026	BAD01	BADGER METER, Inc.	426.93		SUBSCRIPTIONS
45790	10/07/2026	BIN01	BINDER, SCOTT	125.00		DIRECTORS FEES
45791	10/07/2026	BLU01	BLUE STAR GAS	274.44		GAS & ELECTRIC
45792	10/07/2026	COA01	COASTAL BUSINESS SYSTEMS	178.50		SUBSCRIPTIONS
45793	10/07/2026	COR01	CORBIN WILLITS SYSTEMS, I	1,218.70		SUBSCRIPTIONS
45794	10/07/2026	VEN01014	CUSTOMER	100.00		DEPOSIT REFUND
45795	10/07/2026	COU09	DAVID R. COUCH	125.00		DIRECTORS FEES
45796	10/07/2026	DAZ01	DAZEY'S SUPPLY	82.68		REPAIRS/SUPPLY
45797	10/07/2026	MAY03	DENNIS MAYO	125.00		DIRECTORS FEES
45798	10/07/2026	EUR06	EUREKA READY MIX	1,699.76		REPAIRS/SUPPLY
45799	10/07/2026	ORS01	GREG ORSINI	125.00		DIRECTORS FEES
45800	10/07/2026	HEA01	HEALTHEQUITY, ATTN: CLIEN	17.70		GRP. HEALTH INS
45801	10/07/2026	HIL02	HILFIKER PIPE CO.	558.31		REPAIRS/SUPPLY
45802	10/07/2026	HUM01	HUMBOLDT BAY MUNICIPAL WATER DISTRICT	122,503.78		TRAINING/CERT.WTR PURCHASED
45803	10/07/2026	HUM41	HUMBOLDT WASTE MGMT AUTH.	100.00		SERVICES/STIPND
45804	10/07/2026	IND01	INDEPENDENT BUS. FORMS	605.07		OFFICE SUPPLIES
45805	10/07/2026	IND02	INDUSTRIAL ELECTRIC SERVI	860.79		SERVICES/STIPND
45806	10/07/2026	ISE01	I-SECURE INC.	99.50		OFFICE SUPPLIES
45807	10/07/2026	BIT01	JAMES H. BITEMAN	125.00		DIRECTORS FEES
45808	10/07/2026	VEN01018	CUSTOMER	250.00		DEPOSIT REFUND
45809	10/07/2026	LES01	LES SCHWAB TIRE CENTER	27.98		TRASH SERVICE
45810	10/07/2026	LOO01	LOOMIS BASIN EQUINE MEDIC	180.16		SERVICES/STIPND
45811	10/07/2026	MCM01	McMaster-Carr Supply Co.	599.01		REPAIRS/SUPPLY
45812	10/07/2026	VEN01016	CUSTOMER	100.00		DEPOSIT REFUND
45813	10/07/2026	MER03	MERCER, FRASER COMPANY	328.50		REPAIRS/SUPPLY
45814	10/07/2026	VEN01015	CUSTOMER	100.00		DEPOSIT REFUND
45815	10/07/2026	MUN02	MUNICIPAL MAINTENANCE	233.95		CONST EQUIP REP

45816	10/07/2026	NAP02	NAPA AUTO PARTS	339.35	VEHICLE REPAIRS
45817	10/07/2026	O&M01	O & M INDUSTRIES	6,586.34	REPAIRS/SUPPLY
45818	10/07/2026	ORE01	O'REILLY AUTOMOTIVE, INC.	133.10	VEHICLE REPAIRS
45819	10/07/2026	PGE07	PG&E (0908-6)	1,832.14	GAS & ELECTRIC
45820	10/07/2026	PGE08	PG&E (3119-2)	27.86	GAS & ELECTRIC
45821	10/07/2026	PGE18	PG&E (3634-6)	7.57	GAS & ELECTRIC
45822	10/07/2026	PGE06	PG&E (3677-2)	28.78	GAS & ELECTRIC
45823	10/07/2026	PGE04	PG&E (3742-9)	8.12	GAS & ELECTRIC
45824	10/07/2026	PGE14	PG&E (3955-3)	10.23	GAS & ELECTRIC
45825	10/07/2026	PGE12	PG&E (5771-7)	183.49	GAS & ELECTRIC
45826	10/07/2026	PGE11	PG&E (6945-1)	22.41	GAS & ELECTRIC
45827	10/07/2026	PGE09	PG&E (7040-7)	139.60	GAS & ELECTRIC
45828	10/07/2026	PGE05	PG&E (7620-5)	634.13	GAS & ELECTRIC
45829	10/07/2026	VEN01021	CUSTOMER	115.75	DEPOSIT REFUND
45830	10/07/2026	VEN01017	CUSTOMER	100.00	DEPOSIT REFUND
45831	10/07/2026	HAR13	The Hartford - Priority A	543.15	GRP. HEALTH INS
45832	10/07/2026	PPG01	THE PITTSBURGH PAINTS CO.	204.23	REPAIRS/SUPPLY
45833	10/07/2026	TPX01	TPx COMMUNICATIONS	2,249.29	TELEPHONE (INTERNET)
45834	10/07/2026	TYL01	TYLER TECHNOLOGIES, INC	5,981.25	NEW SOFTWARE
45835	10/07/2026	VEN01020	CUSTOMER	100.00	DEPOSIT REFUND
45836	10/09/2026	COL06	COLANTUONO, HIGHSMITH & W	810.00	LEGAL
45837	10/09/2026	CRA01	CRAWFORD & ASSOCIATES, IN	571.25	4.5MG TANK
45838	10/09/2026	EUR06	EUREKA READY MIX	7,690.82	REPAIRS/SUPPLY
45839	10/09/2026	GHD01	GHD	685.51	CWSRF GRANT ASSISTANCE
45840	10/09/2026	GRA02	GRAINGER	833.95	REPAIRS/SUPPLY
45841	10/09/2026	HUM26	HUMBOLDT FASTENERS	318.62	REPAIRS/SUPPLY
45842	10/09/2026	URT01	J.U. SERVICES	640.00	SERVICES/STIPND
45843	10/09/2026	KEN02	KENNEDY/JENKS CONSULTANTS	47,967.24	MAD RIVER WATERMAIN CROSSING
45844	10/09/2026	WID01	K.W. SERVICES	800.00	SERVICES/STIPND
45845	10/09/2026	LDA01	LDA PARTNERS	1,538.00	NEW BUILDING
45846	10/09/2026	MDG01	MELTON DESIGN GROUP INC	4,612.36	BMX PARK
45847	10/09/2026	SAL01	MS Services	1,080.00	SERVICES/STIPND
45848	10/09/2026	MIT01	MITCHELL LAW FIRM	55.50	LEGAL
45849	10/09/2026	MUN02	MUNICIPAL MAINTENANCE	1,080.77	REPAIRS/SUPPLY
45850	10/09/2026	NAP02	NAPA AUTO PARTS	44.57	REPAIRS/SUPPLY

45851	10/09/2026	ORE01	O'REILLY AUTOMOTIVE, INC.	33.21	REPAIRS/SUPPLY
45852	10/09/2026	PAC03	PACE SUPPLY CORP	410.36	REPAIRS/SUPPLY
45853	10/09/2026	THA01	THATCHER COMPANY, INC.	3,805.63	REPAIRS/SUPPLY
45854	10/09/2026	USA01	USA BLUEBOOK	323.58	REPAIRS/SUPPLY
45855	10/09/2026	USP02	USPS: BMEU	2,272.31	POSTAGE
45856	10/22/2026	70701	707 PEST SOLUTIONS	530.00	SERVICES/STIPND
45857	10/22/2026	ACW02	ACWA	16,860.00	SUBSCRIPTIONS
45858	10/22/2026	ADV01	ADVANCED SECURITY SYSTEM	140.00	SERVICES/STIPND
45859	10/22/2026	BUR0146	CUSTOMER	146.00	UB REFUND
45860	10/22/2026	AMA01	AMAZON CAPITAL SERVICES	210.69	AMAZON PURCHASES
45861	10/22/2026	BUT0035	CUSTOMER	60.00	UB REFUND
45862	10/22/2026	ATT07	AT&T ACCT 9391081626	182.19	TELEPHONE
45863	10/22/2026	BBP01	B&B PORTABLE TOILETS	352.75	SERVICES/STIPND
45864	10/22/2026	BEA0030	BEACOM CONSTRUCTION	240.30	UB REFUND
45865	10/22/2026	BLA0078	BLACK ROCK REAL ESTATE	39.82	UB REFUND
45866	10/22/2026	MOS0060	CUSTOMER	142.00	UB REFUND
45867	10/22/2026	VEN01022	CALIFORNIA AQUASTORE	8,000.00	REPAIRS/SUPPLY
45868	10/22/2026	CAM01	CAMPTON ELECTRIC SUPPLY	34,403.51	BMX EV Chargers
45869	10/22/2026	MCL0035	CUSTOMER	59.28	UB REFUND
45870	10/22/2026	ACW01	CB&T/ACWA-JPIA	20,673.52	GRP. HEALTH INS
45871	10/22/2026	CIV01	CIVICPLUS, LLC	555.10	SUBSCRIPTIONS
45872	10/22/2026	COA01	COASTAL BUSINESS SYSTEMS	1,387.33	EQUIPMT LEASE
45873	10/22/2026	COL04	COLUMBIA BANK COMMERCIAL	12,098.57	CREDIT CARD PURCHASES
45874	10/22/2026		**Void**	-	**Void**
45875	10/22/2026		**Void**	-	**Void**
45876	10/22/2026		**Void**	-	**Void**
45877	10/22/2026	MAY03	DENNIS MAYO	170.00	TRAVEL/MEALS
45878	10/22/2026	DEP05	DEPARTMENT OF JUSTICE	98.00	FINGERPRINTING
45879	10/22/2026	HOL0117	CUSTOMER	53.07	UB REFUND
45880	10/22/2026	EUR06	EUREKA READY MIX	2,520.83	REPAIRS/SUPPLY
45881	10/22/2026	LOD0002	F LODUCA CO	500.00	UB REFUND
45882	10/22/2026	FED01	FedEx Office	151.37	LAB TESTS
45883	10/22/2026	GHD01	GHD	894.38	SWSRF GRANT APP RECYCLED WATER CONST
45884	10/22/2026	HEA01	HEALTHEQUITY, ATTN: CLIEN	26.55	GRP. HEALTH INS
45885	10/22/2026	HUM08	HUMBOLDT SANITATION	3,350.20	TRASH SERVICE
45886	10/22/2026	INF03	INFINITE CONSULTING SERVICES	6,445.00	SUBSCRIPTIONS

45887	10/22/2026	INF02	INFOSEND	3,976.86	POSTAGE & OFFICE SUPPLIES
45888	10/22/2026	GIL0054	CUSTOMER	15.94	UB REFUND
45889	10/22/2026	GRO0055	CUSTOMER	48.46	UB REFUND
45890	10/22/2026	KAR01	KARGES FLOORING	12,500.00	PROFESSIONAL SERVICES
45891	10/22/2026	DUC0003	CUSTOMER	128.66	UB REFUND
45892	10/22/2026	MCC01	MCCAMPBELL ANALYTICAL, IN	205.00	LAB TESTS
45893	10/22/2026	MCK04	MCK ACE HARDWARE	1,116.90	MONTHLY STATEMENT
45894	10/22/2026		**Void**	-	**Void**
45895	10/22/2026	MEN01	MENDES SUPPLY CO.	2,366.39	MONTHLY STATEMENT
45896	10/22/2026	MER0048	MERCER-FRASER COMPANY	500.00	UB REFUND
45897	10/22/2026	MIC02	MICROBAC LABORATORIES, IN	4,832.00	MONTHLY STATEMENT
45898	10/22/2026	MCK0151	CUSTOMER	39.82	UB REFUND
45899	10/22/2026	MIL01	Miller Farms Nursery	226.09	MONTHLY STATEMENT
45900	10/22/2026	MUD01	MUDDY WATERS COFFEE CO.,I	90.00	COFFEE
45901	10/22/2026	NOR13	NORTHERN CALIFORNIA SAFET	120.00	SUBSCRIPTIONS
45902	10/22/2026	PGE10	PG&E (0160-2)	6.04	GAS & ELECTRIC
45903	10/22/2026	PGE01	PG&E (5161-1)	2,109.96	GAS & ELECTRIC
45904	10/22/2026	PGE16	PG&E (7009-2)	10.16	GAS & ELECTRIC
45905	10/22/2026	ANS0002	CUSTOMER	32.77	UB REFUND
45906	10/22/2026	TAQ01	TAQUERIA LA BARCA	826.88	CLEANUP DAYS LUNCH
45907	10/22/2026	MIL03	THE MILL YARD	255.65	MONTHLY STATEMENT
45908	10/22/2026	PPG01	THE PITTSBURGH PAINTS CO.	266.68	REPAIRS/SUPPLY
45909	10/22/2026	THO02	Thomas Home Center	562.22	MONTHLY STATEMENT
45910	10/22/2026	TWO01	TWO BROTHERS CATHODIC SER	500.00	SERVICES/STIPND
45911	10/22/2026	TYL01	TYLER TECHNOLOGIES, INC	2,817.50	NEW SOFTWARE
45912	10/22/2026	VAL02	VALLEY PACIFIC	4,976.04	GAS/OIL/LUBE
45913	10/22/2026	VAL01	VALLEY PACIFIC PETROLEUM	1,367.12	GAS/OIL/LUBE
45914	10/22/2026	VER01	VERIZON WIRELESS	90.53	TELEPHONE
45915	10/28/2026	ACC04	ACCURATE DRUG TESTING SER	475.00	SERVICES/STIPND
45916	10/28/2026	AWW02	AM. WATER WORKS ASSOC.	2,949.00	SUBSCRIPTIONS
45917	10/28/2026	ATT04	ATT	865.91	TELEMETRY
45918	10/28/2026	MCB02	MCSD EMPLOYEE	71.64	REPAIRS/SUPPLY
45919	10/28/2026	JOH01	MCSD EMPLOYEE	270.09	SAFETY ALLOTMENT
45920	10/28/2026	CIT01	CITY OF EUREKA	3,000.00	TRAINING/CERT.
45921	10/28/2026	COR01	CORBIN WILLITS SYSTEMS, I	1,218.70	SUBSCRIPTIONS

45922	10/28/2026	CSD01	CSDA	10,427.00	SUBSCRIPTIONS
45923	10/28/2026	D&H01	D&H WATER SYSTEMS, INC.	8,260.31	LAB TESTS
45924	10/28/2026	EUR06	EUREKA READY MIX	4,360.89	REPAIRS/SUPPLY
45925	10/28/2026	GHD01	GHD	10,639.43	SEWER HIGHWAY CROSSINGS RETROFIT
45926	10/28/2026	HIG03	HIGHWAY SPECIALTY CO INC	877.55	REPAIRS/SUPPLY
45927	10/28/2026	HIL02	HILFIKER PIPE CO.	10,965.00	REPAIRS/SUPPLY
45928	10/28/2026	HUM01	HUMBOLDT BAY MUNICIPAL WATER DISTRICT	10,000.00	WATERSHED RESILIENCE INITIATIVE
45929	10/28/2026	IND02	INDUSTRIAL ELECTRIC SERVI	62.84	REPAIRS/SUPPLY
45930	10/28/2026	HEN03	Operations Director	89.99	SAFETY ALLOTMENT
45931	10/28/2026	BLA01	Board Sec.	112.00	FLEX SPENDING
45932	10/28/2026	HEL01	KEVIN HELD	550.00	OTHER PRO. FEES
45933	10/28/2026	MAD02	MAD RIVER UNION	660.00	NEWSPAPER AD
45934	10/28/2026	NOR13	NORTHERN CALIFORNIA SAFET	864.00	TRAINING/CERT.
45935	10/28/2026	PGE07	PG&E (0908-6)	1,849.70	GAS & ELECTRIC
45936	10/28/2026	PGE13	PG&E (2543-1)	2.23	GAS & ELECTRIC
45937	10/28/2026	PGE08	PG&E (3119-2)	28.13	GAS & ELECTRIC
45938	10/28/2026	PGE18	PG&E (3634-6)	7.61	GAS & ELECTRIC
45939	10/28/2026	PGE06	PG&E (3677-2)	29.03	GAS & ELECTRIC
45940	10/28/2026	PGE04	PG&E (3742-9)	8.20	GAS & ELECTRIC
45941	10/28/2026	PGE14	PG&E (3955-3)	10.34	GAS & ELECTRIC
45942	10/28/2026	PGE09	PG&E (7040-7)	140.96	GAS & ELECTRIC
45943	10/28/2026	PGE05	PG&E (7620-5)	640.09	GAS & ELECTRIC
45944	10/28/2026	PIT01	PITNEY BOWES GLOBAL FINAN	483.97	EQUIPMT LEASE
45945	10/28/2026	BIN02	SCOTT BINDER	42.95	TRAVEL/MEALS
45946	10/28/2026	THO02	Thomas Home Center	963.55	REPAIRS/SUPPLY
45947	10/28/2026	TPX01	TPx COMMUNICATIONS	2,249.30	TELEPHONE (INTERNET)
45948	10/28/2026	VAL02	VALLEY PACIFIC	1,126.63	GAS/OIL/LUBE
45949	10/28/2026	WIL09	WILLDAN FINANCIAL SERVICE	11,330.93	ENGINEERING
			Total Disbursements, Accounts payable:	**463,770.48**	

Payroll Related Disbursements

22923-22970	10/9/2026		EMPLOYEE PAYROLL	28,790.30	PAYROLL CHECKS
22971	10/7/2026	CAL12	CalPERS 457 Plan	7,598.39	RETIREMENT
				769.77	PERS 457 LOAN PMT
				165.04	ROTH 457
			Check Total:	8,533.20	
22972	10/7/2026	DIR01	DIRECT DEPOSIT VENDOR- US	56,102.77	Direct Deposit
22973	10/7/2026	EMP01	Employment Development	2,844.54	STATE INCOME TAX
				1,542.73	SDI

			Check Total:	4,387.27	
22974	10/7/2026	FRA05	COURT-ORDERED DEBT COLLECTION	100.00	FRANCHISE TAX BOARD
22975	10/7/2026	HEA01	HEALTHEQUITY, ATTN: CLIEN	225.00	HSA
22976	10/7/2026	HUM29	UMPQUA BANK--PAYROLL DEP.	11,451.24	FEDERAL INCOME TAX
				14,848.22	FICA
				3,428.62	MEDICARE
			Check Total:	29,728.08	
22977	10/7/2026	ACW01	CB&T/ACWA-JPIA	69,846.16	MED-DENTAL-EAP INSURANCE
22978	9/9/2026	PUB01	Public Employees PERS	31,063.56	PERS PAYROLL REMITTANCE
22979	10/14/2026		EMPLOYEE PAYROLL	380.89	PAYROLL CHECKS
22980	10/14/2026		EMPLOYEE PAYROLL	3,245.13	PAYROLL CHECKS
22981	10/19/2026		EMPLOYEE PAYROLL	9,773.65	PAYROLL CHECKS
22982-23033	10/23/2026		**Voids**	-	**Voids**
23033-23084	10/23/2026		EMPLOYEE PAYROLL	30,067.28	PAYROLL CHECKS
23085	10/21/2026	CAL12	CalPERS 457 Plan	7,557.85	RETIREMENT
				769.77	PERS 457 LOAN PMT
				165.04	ROTH 457
			Check Total:	8,492.66	
23086	10/21/2026	DIR01	DIRECT DEPOSIT VENDOR- US	56,139.32	Direct Deposit
23087	10/21/2026	EMP01	Employment Development	3,138.53	STATE INCOME TAX
				1,655.62	SDI
			Check Total:	4,794.15	
23088	10/21/2026	FRA05	COURT-ORDERED DEBT COLLECTION	100.00	FRANCHISE TAX BOARD
23089	10/21/2026	HEA01	HEALTHEQUITY	225.00	HSA
23090	10/21/2026	HUM29	UMPQUA BANK--PAYROLL DEP.	12,671.59	FEDERAL INCOME TAX
				15,856.74	FICA
				3,659.60	MEDICARE
			Check Total:	32,187.93	
23091-23092	10/23/2026		Employee payroll	7,747.92	PAYROLL CHECKS
			Total Disbursements, Payroll:	**374,182.35**	
			TOTAL CHECK DISBURSEMENTS	**837,952.83**	

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McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **ACTION**

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

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

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

Recommendation:

Staff recommends that the Board authorize staff to provide the listed customers with formal notice that their water service will be discontinued in one month if they have not come into compliance with state law regarding water service cross-connection in accordance with MCSD Rules 7 and 10.

Discussion:

Customers listed below are currently not in compliance with State Law regarding cross connection control for water customers with an alternate water supply. These customers have been notified of their respective violations, as noted, and have been provided notification of this meeting.

There are no violations to report this month.

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McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **INFORMATIONAL**

ITEM: E.1 **Cal Poly Capstone Biosolids Basin Sludge Compaction and Reuse Project Presentation**

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

TYPE OF ACTION: **None**

Recommendation:

Staff recommends that the Board listen to the presentation, air questions and take public comment.

Discussion:

Three of the Cal Poly engineering students that have participated in the annual treatment plant tours we have hosted, approached the District this year wanting ideas for their Capstone Senior project. James and Drew Small met with them and went over a few items the District would benefit working with them on. It came down to finding ways to get the Biosolids Storage Basin (BSB) sludge to get better compaction to give the District a longer span between dredging, and disposing the sludge on District ranches to recondition the soil and avoid the $500k in transporting fees to a landfill when the sludge is dredged.

James and Drew had an initial meeting with the Ezra, Jenna and Sasha, (who call themselves The Sludgers) along with their professor Christa Meingast and then they hit the ground running. This was followed up with emails, a few more meetings, sampling and a class presentation where they presented four alternatives along with data and feasibility.

When the new plant was designed, there was a 7 year dredging cycle scheduled for the Biosolids Storage Basin. The first dredging took place in year 4 due to the sludge floc bridging and not compacting. District staff has talked to multiple vendors along with preforming pilot studies to get the sludge to settle better and double the dredging cycle, which would then reduce costs.

When the District hires the dredgers to clean out the BSB, half of the costs go to transporting the material in trucks to a landfill in Anderson. This was approximately $500k (in 2022 costs). The option to land apply the solids onto the ranch would result in huge costs savings along with beneficial reuse. To make this option compliant, the solids would need to meet certain criteria to satisfy the EPA for land application.

Please welcome Ezra, Jenna and Sasha, who will present their study and findings.

Alternatives:

Not applicable

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Capstone Presentation

Sludge Settling and Biosolids Treatment at Mckinleyville WWTP

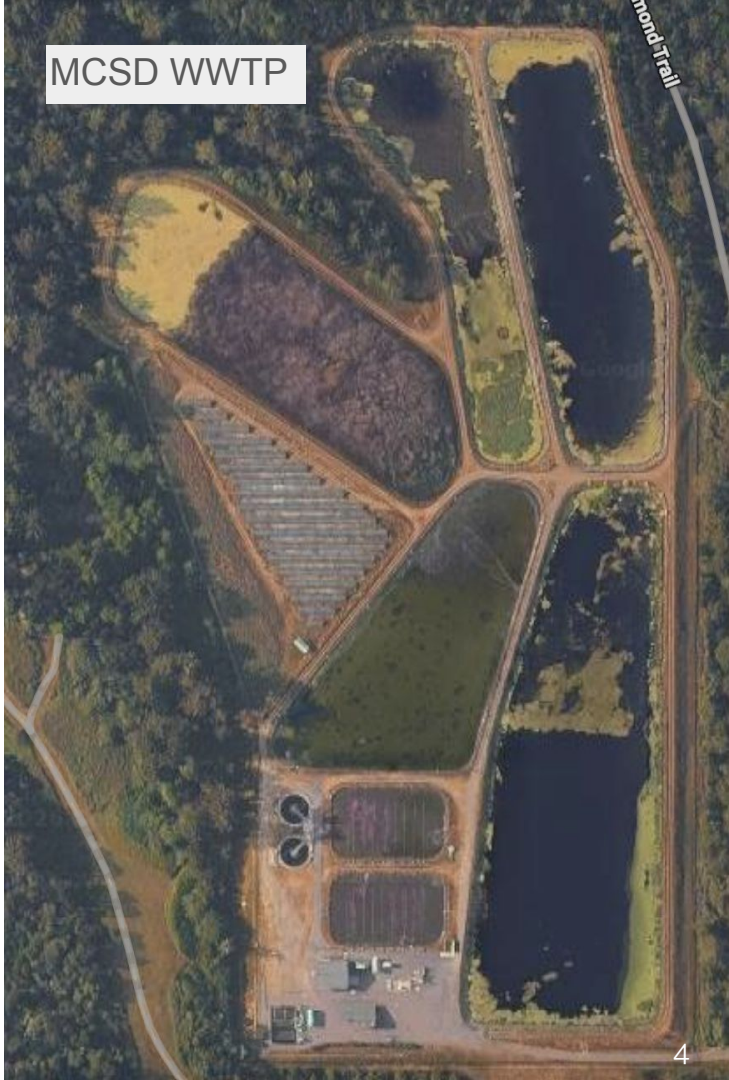
Presented by the ***Sludgers***-
Jenna Crum, Ezra Conley-Proia and Sasha Cahill

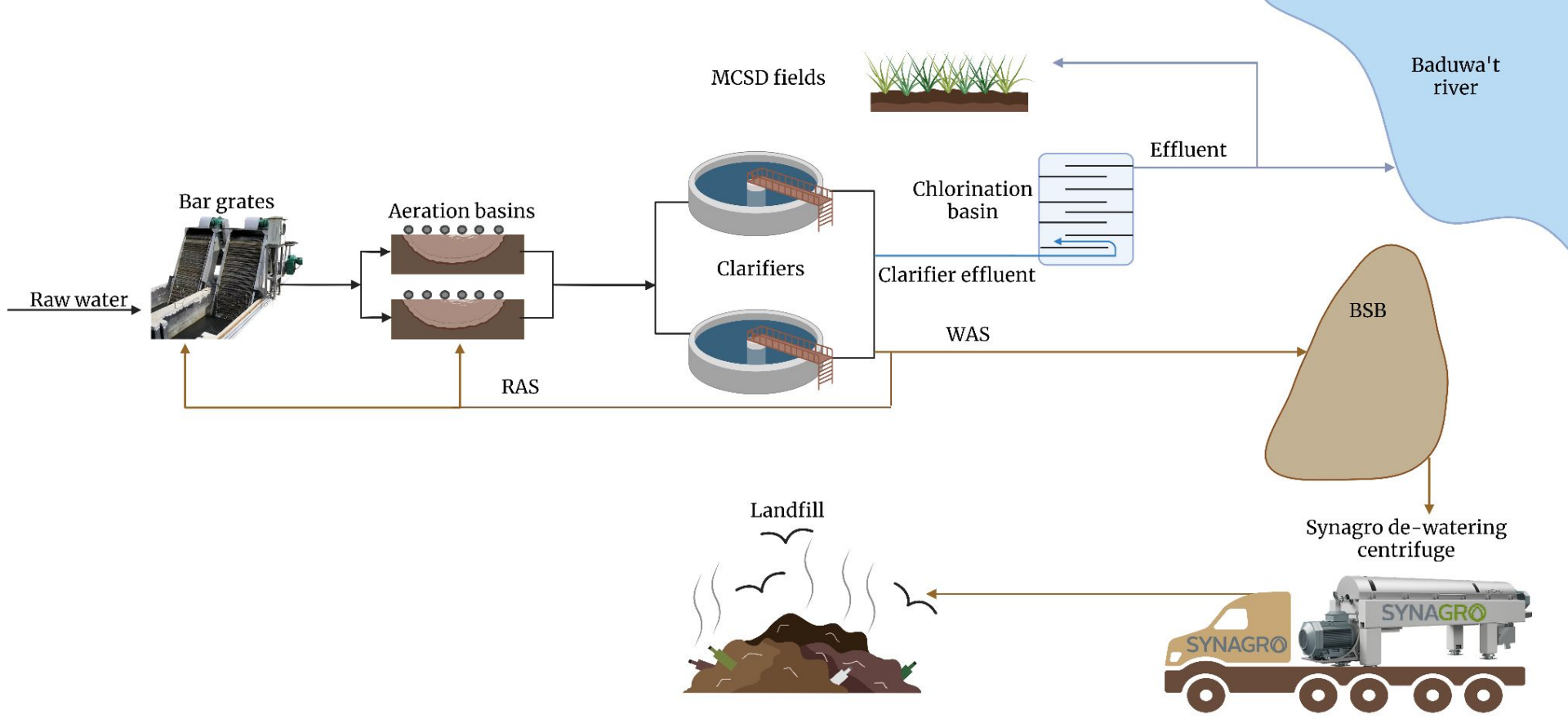



McKinleyville
NEVADA
Sacramento
San Francisco
CALIFORNIA
Las Veg
N
W
E
S
Los Angeles
54
San Diego


Vista Point
101
California
Redwood
Coast-Humboldt
County Airport
Mel Glaspey
101
Mad River
McKinleyville
Community Forest
101
MCSD WWTP
Hiller Park
N
W
E
S
Mad River
Beach
County Park
Fischer Ranch
55
Hammond Coastal Trail
Mad River
101


Fischer Ranch
Pialorsi Ranch
Mad River
Mad River
N
W
E
S
56


MCSD WWTP


MCSD fields
Baduwa't river
Effluent
Chlorination basin
Bar grates
Aeration basins
Clarifiers
Clarifier effluent
Raw water
BSB
WAS
RAS
Landfill
Synagro de-watering centrifuge
SYNAGRO
SYNAGRO

Problem

The Biosolids Storage Basin (BSB) is not settling the sludge properly, requiring McKinleyville to dredge the basin every 3-4 years instead of the designed 6.9 years.

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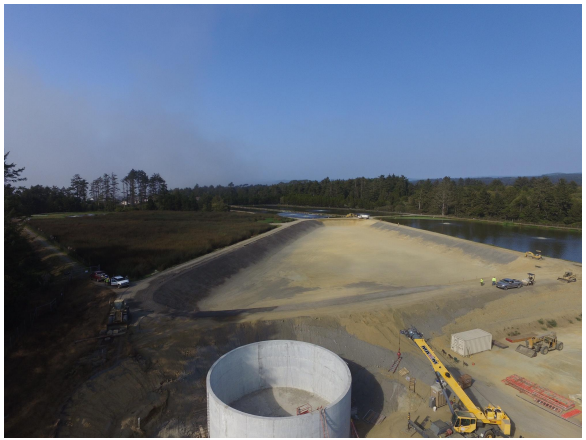
The Biosolids Storage Basin (BSB) at the MCSD WWTP - 9/10/26



Aerial photo of empty Biosolids Storage Basin at MCSD WWTP during 2017 upgrades

What are Biosolids?

Treated sewage sludge that meets EPA standards for land application, including reductions in pathogens and pollutants with two classes of biosolids Class A and Class B.

Some benefits from applying biosolids

- Increase crop yields,
- Improve soil tilth
- Increase water holding capacity
- Long term carbon sequestration



BioCycle - The Organic Recycling Authority

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Beyond Pesticides

Class A vs Class B Biosolids

Class A Biosolids: Must meet stricter EPA regulations requiring more expensive treatment. However can be used on home gardens and public access areas.



Photo by Michigan PFAS Action Response Team

Class B Biosolids: Lower EPA restrictions and regulations allowing for more accessible treatment. However application is limited to agricultural lands, forests, and reclamation



Photo by Malcolm Denemark

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Project Objectives

1. Improve sludge settling and densification in the Biosolids Storage Basin to increase the interval between dredging events

2. Create agriculturally applicable biosolids

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Site Description



The Biosolids Storage Basin (BSB) at the MCSD WWTP - 9/10/26



Agriculturally applicable biosolids - Virginia Cooperative Extension

Constraints

- Dredging life cycle cost
  - Less than $72,464 annually
- Regulatory requirements
  - Federal and state EPA part 503 rules and regulations
- Compatibility with current plant
  - Maintaining ammonia and nitrogen levels
- Uniform treatment

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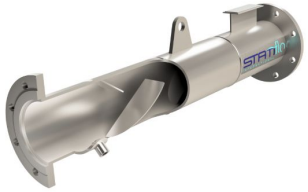
Criteria

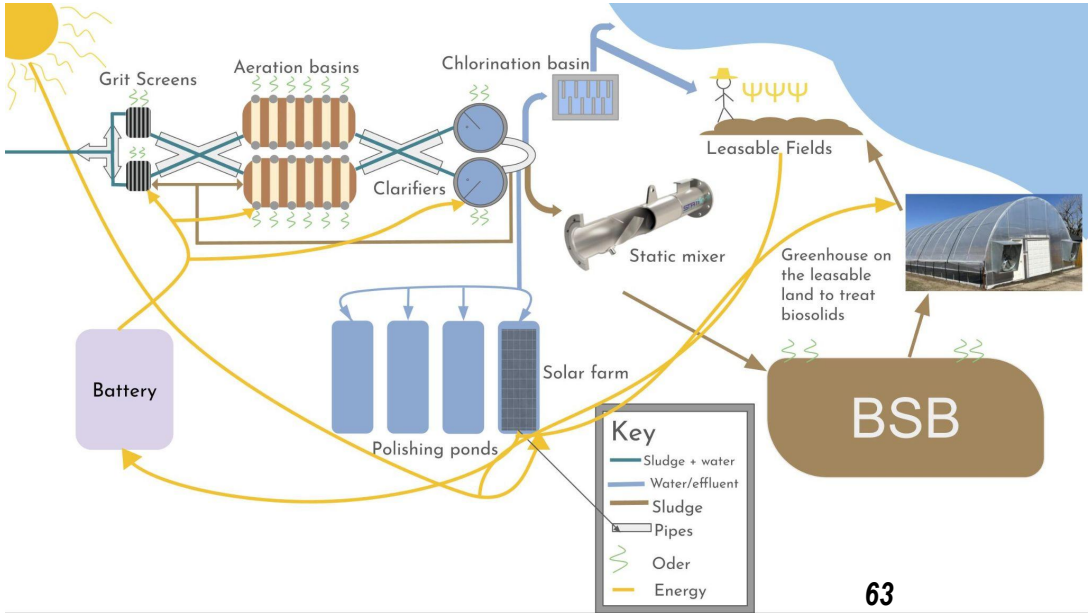
- Operation and maintenance cost
  - Lower than $125,000 annually, ideally around $72,464
- Improvement of sludge settling
  - 6.9 year dredging cycle
- Processing of biosolids
  - Class B

Alternative 1- Inline static mixer and greenhouse

- Inline static mixer to mix in chosen coagulant into BSB piping
  - Creates natural turbulence within pipe to promote mixing
- Greenhouse for biosolids treatment
  - Composting or air dry options



Inline static mixer



Process flow diagram showing implementation of Inline static mixer and greenhouse

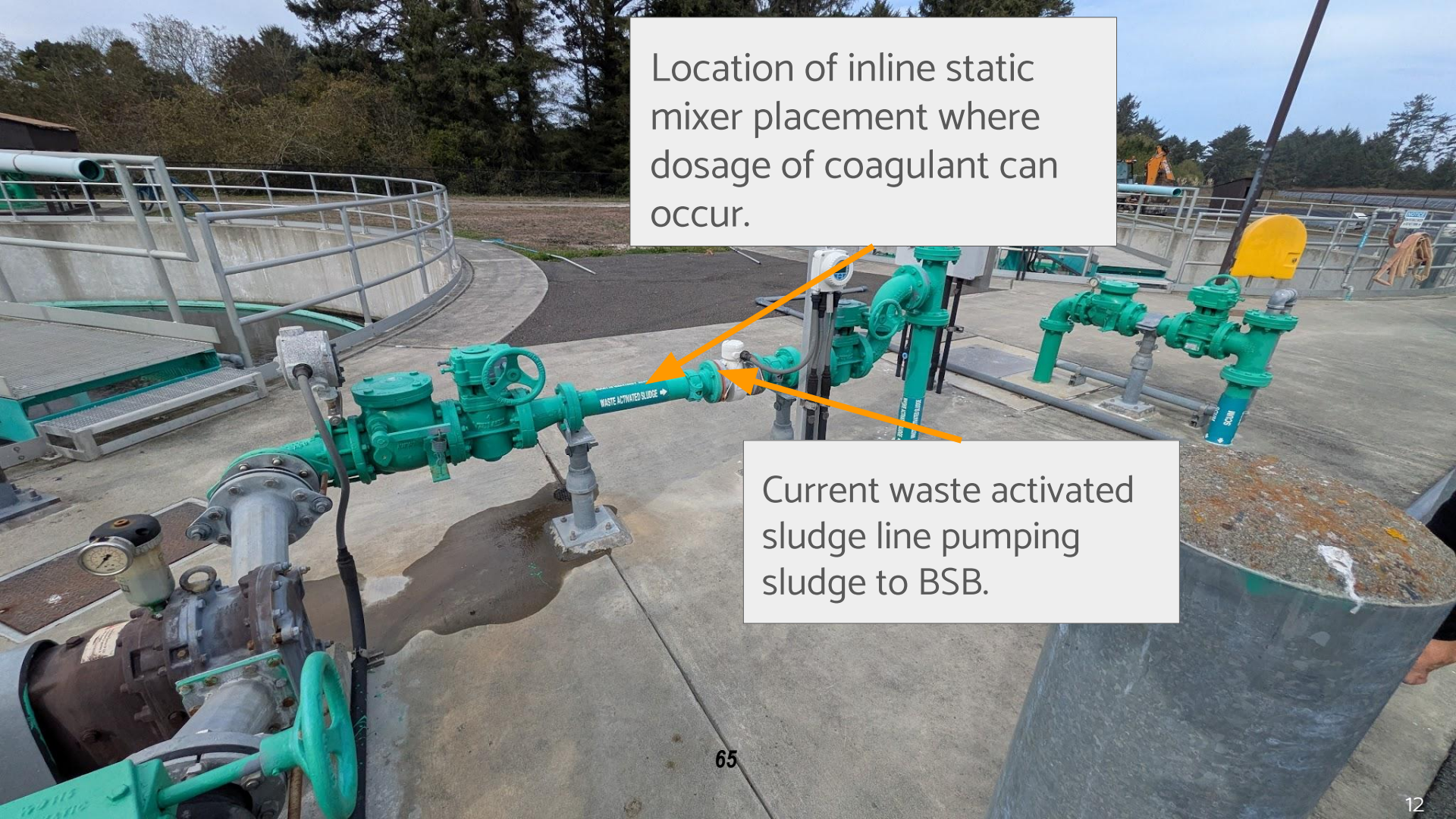


Greenhouse model selected

Alternative 1- Inline static mixer and greenhouse






Location of inline static mixer placement where dosage of coagulant can occur.
Current waste activated sludge line pumping sludge to BSB.
WASTE ACTIVATED SLUDGE
SCUM

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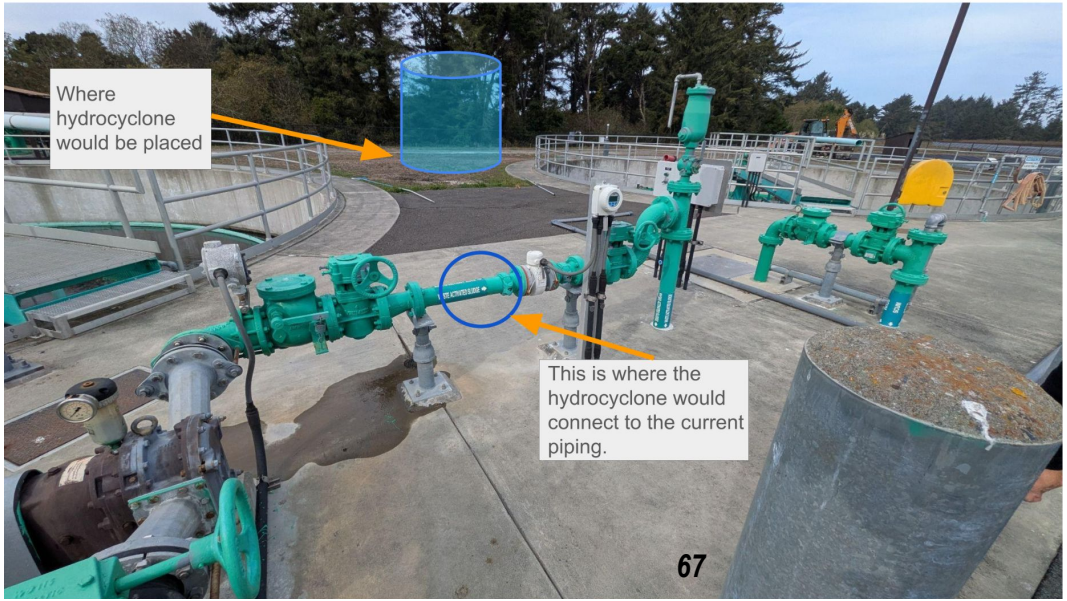
Purple filled outline representing the 0.34 acres of land need to fit five 30 ft x 100 ft greenhouses. Larger purple outline representing 1 acre land for all treatment
Yellow outline representing the 200+ acre Fisher ranch.
Mad River
101
66

Alternative 2- Hydrocyclone and Aerobic digestion

- Hydrocyclone separate sludge based of density
  - Dense sludge pumped to BSB
  - Lighter fluid pumped back into headworks
- Aerobic digestion for class B biosolids
  - EPA part 503 approved method



How hydrocyclone would be included into system

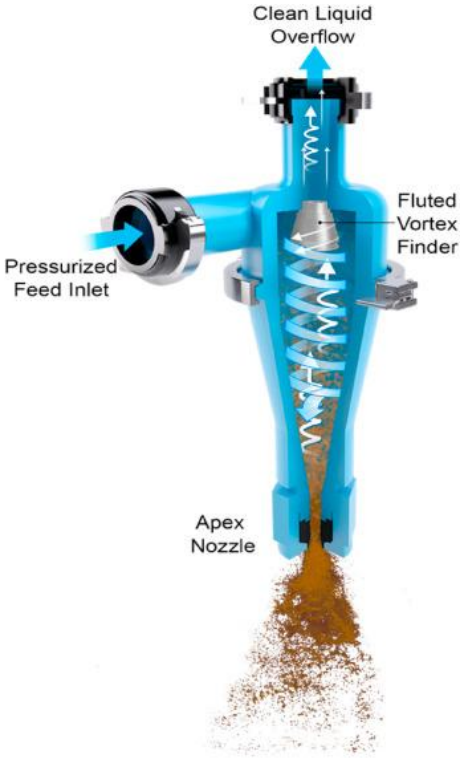
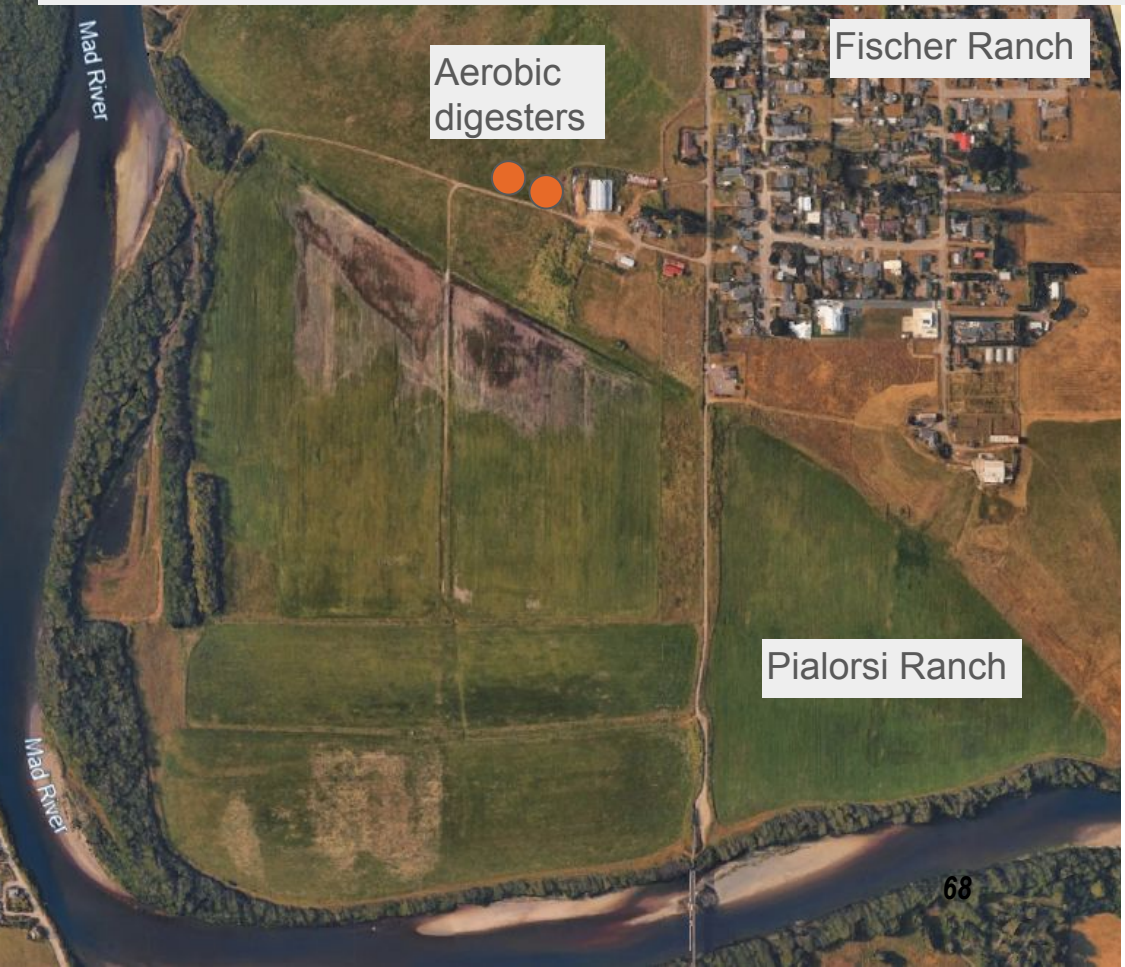
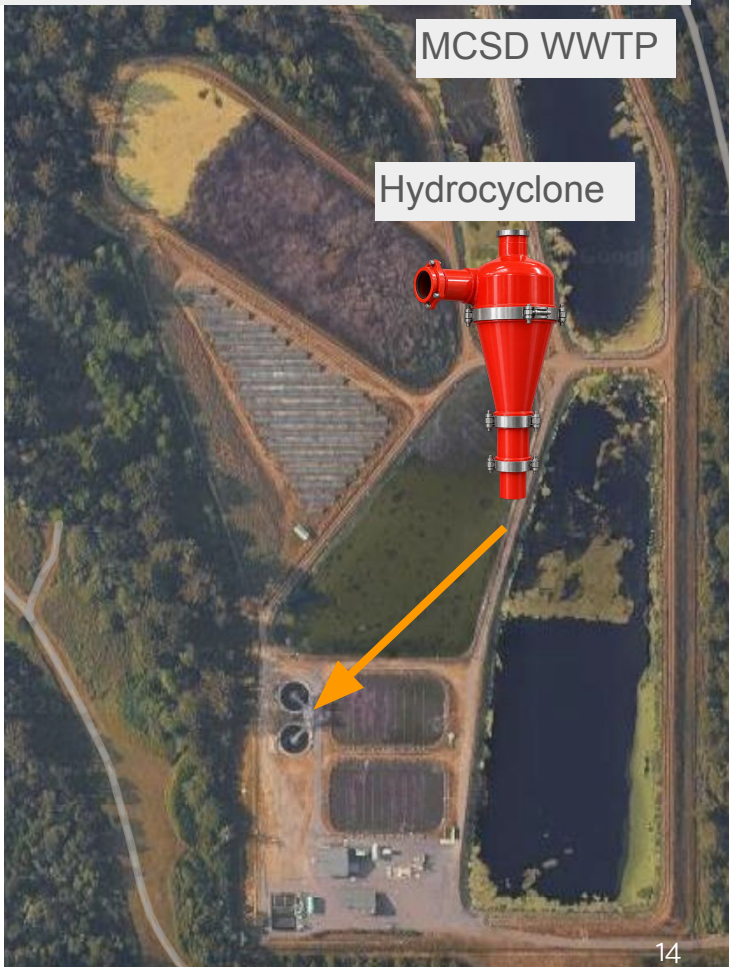
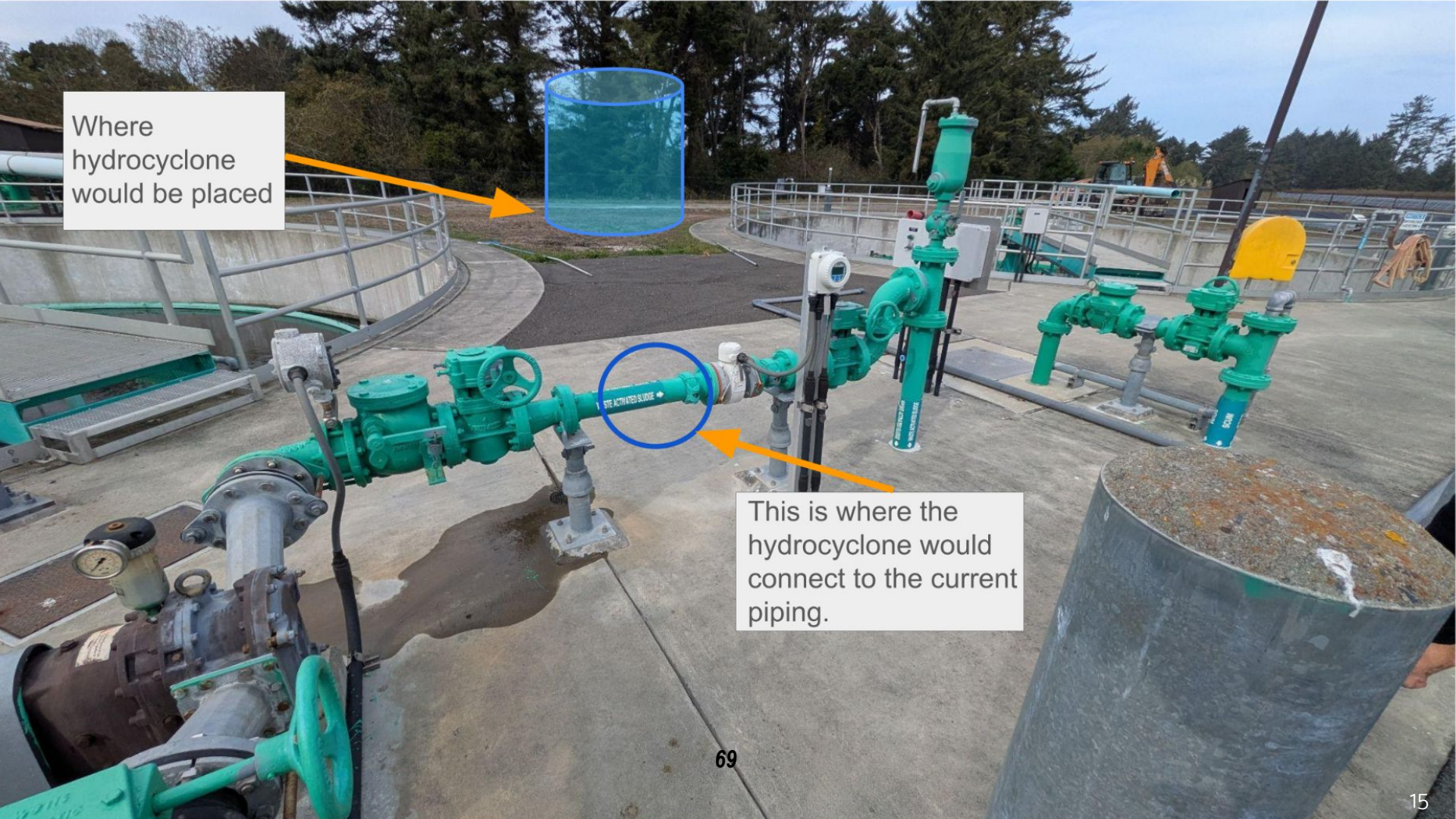


Diagram of hydrocyclone- Ghazvini et. al

Alternative 2- Hydrocyclone and Aerobic digestion






Where hydrocyclone would be placed
This is where the hydrocyclone would connect to the current piping.

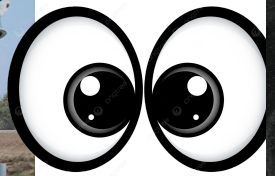

School Rd
Hammond Trail
Mad River Trail
School Rd
Hammond Trail
School Rd
Hammond Trail
School Rd
Hammond Trail
Scaled 80 ft diameter aerobic digesters on farm
70
Google Maps

Alternative 3- Dewatering Centrifuge and EPA Observation

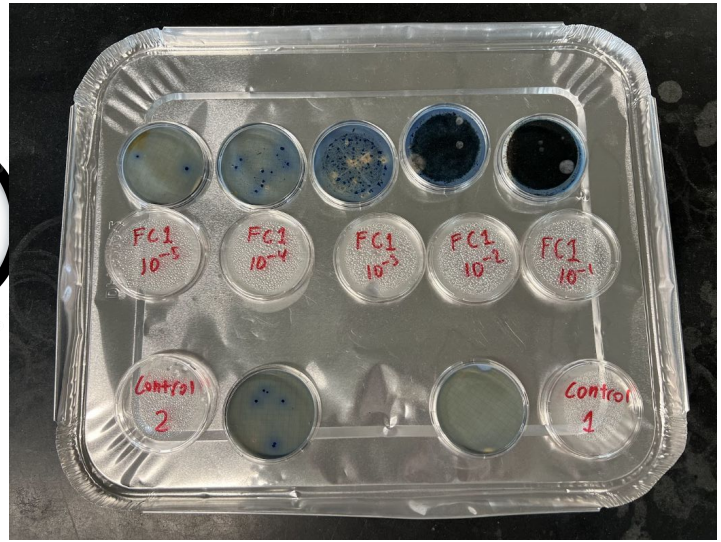
- Dewatering centrifuge to increase the total % solids of sludge
  - Non-pressurized vessel that separates out the supernatant from solids
- EPA observations over 2-year period
  - With coliform levels low enough MCSD can conduct continued testing (quarterly) that proves the dewatered solids from synagro meet the class B standards



An example decanter (dewating) centrifuge by Centrisys cnp

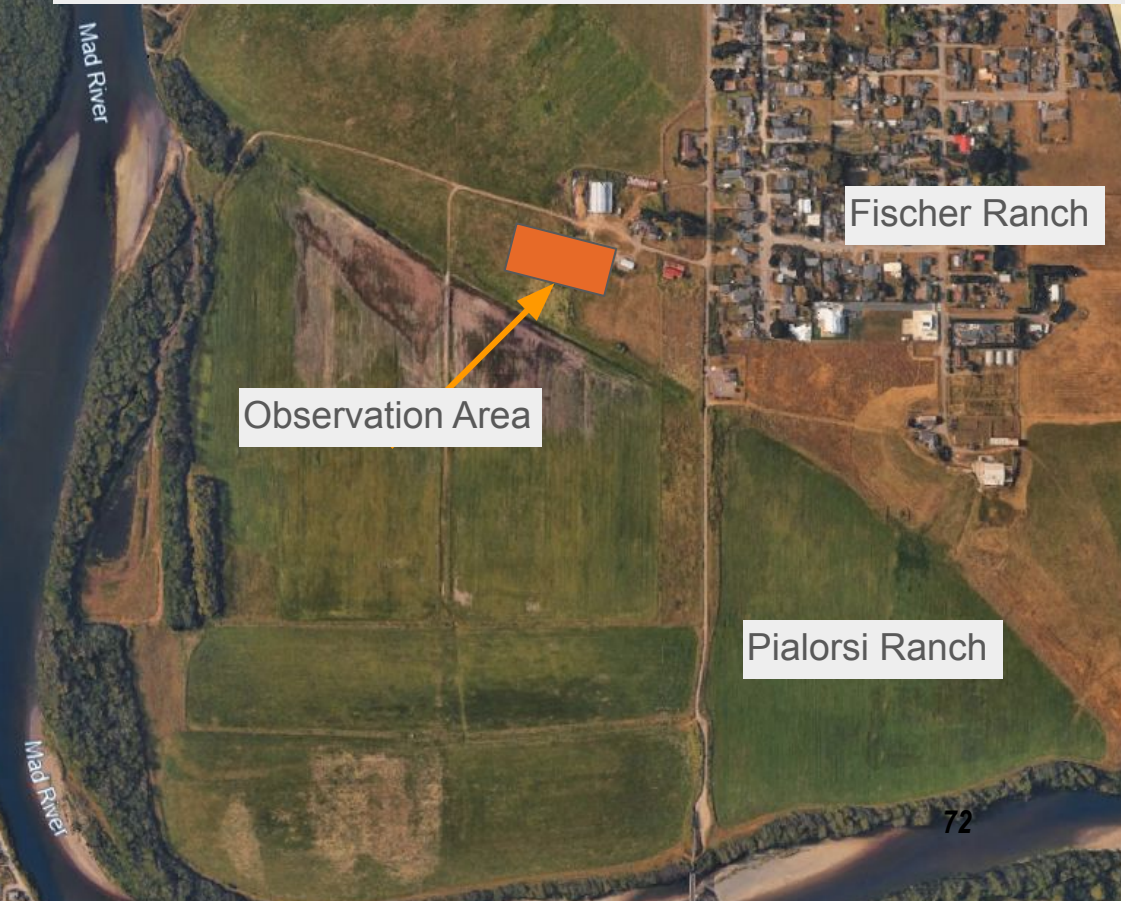


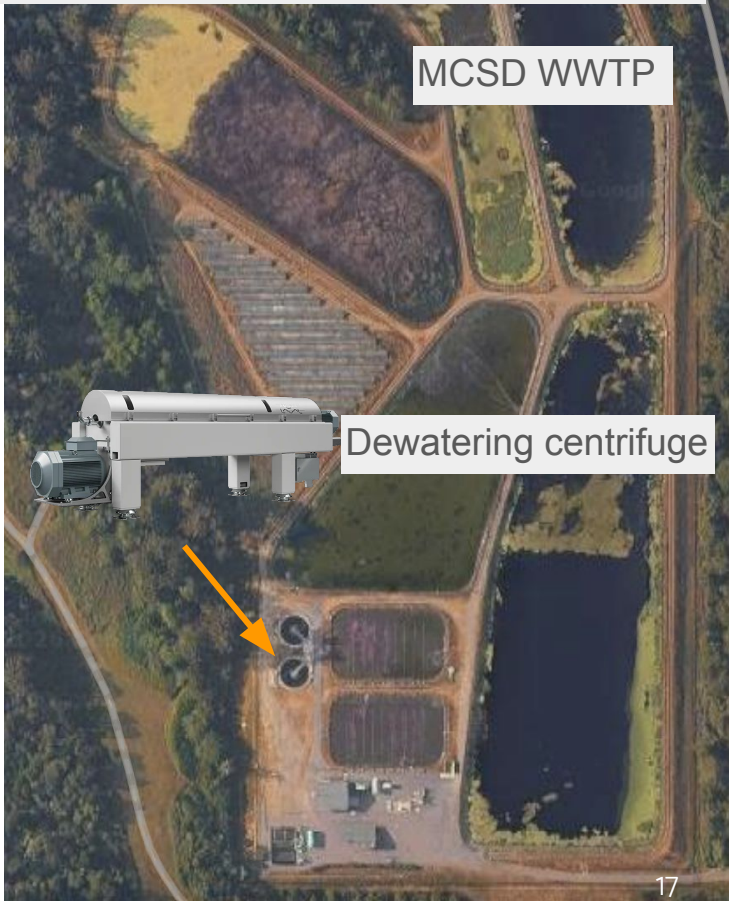
71

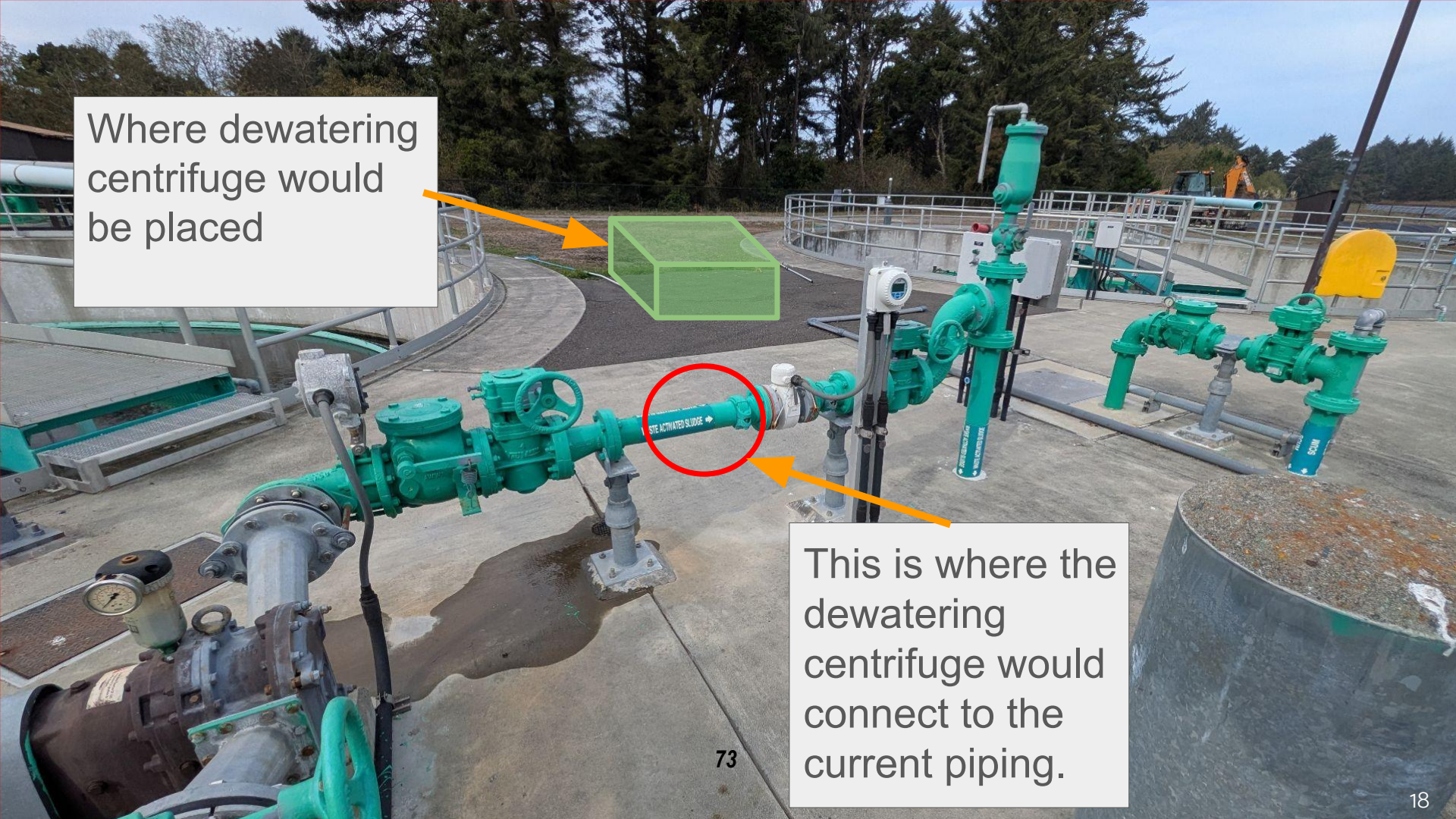


Fecal coliform tests conducted by the Sludgers (10/9/26)

Alternative 3- Dewatering Centrifuge and EPA Observation

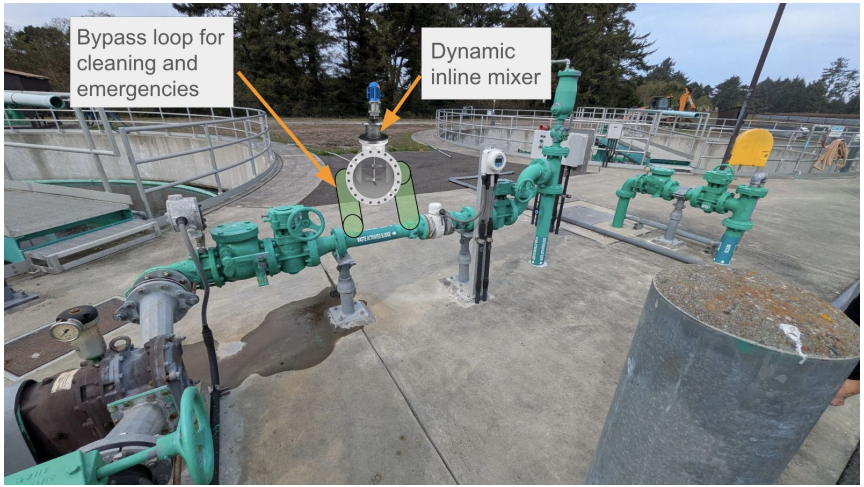





Where dewatering centrifuge would be placed
This is where the dewatering centrifuge would connect to the current piping.

Alternative 4- Dynamic inline mixer and Lime stabilization

- Dynamic inline mixer to facilitate mixing of a coagulant into BSB
  - Provides power to a small turbine to promote mixing
- Lime stabilization
  - EPA approved method to achieve class B biosolids production



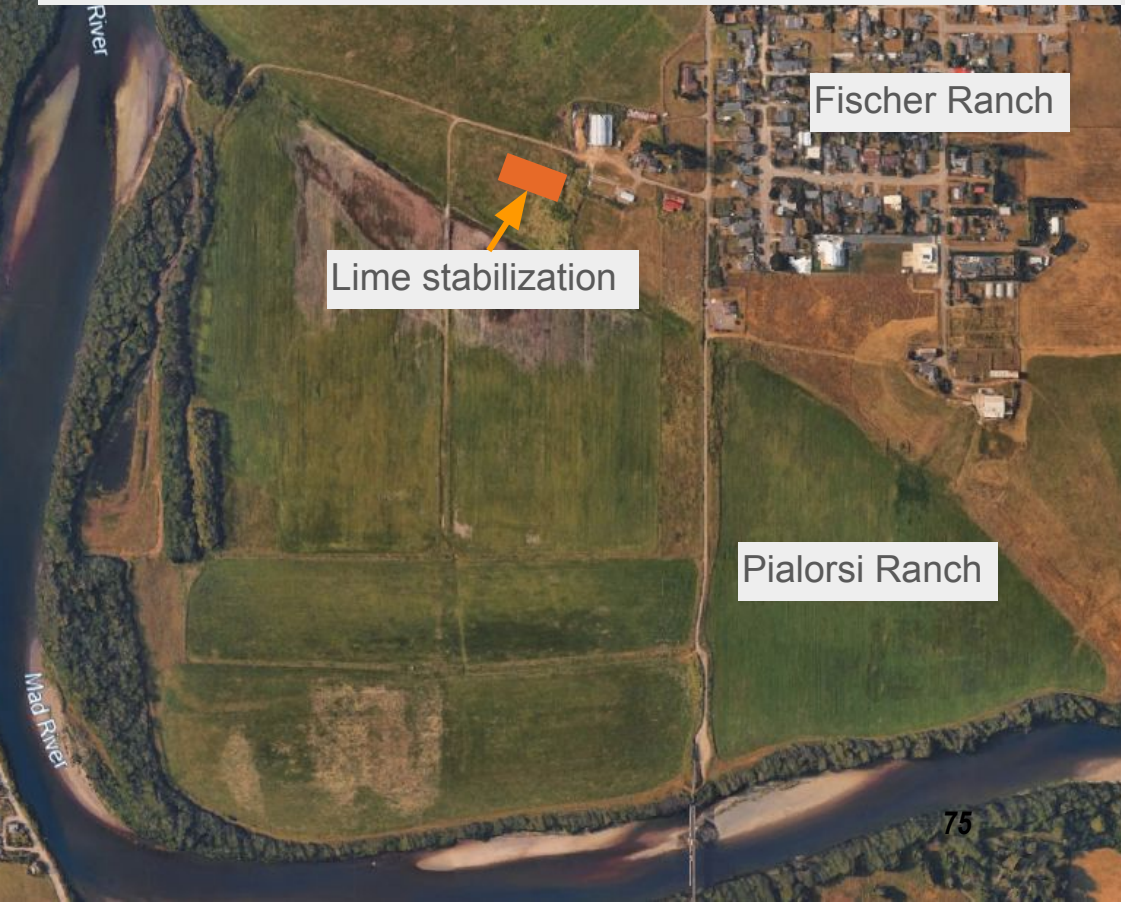
Proposed location at the WWTP

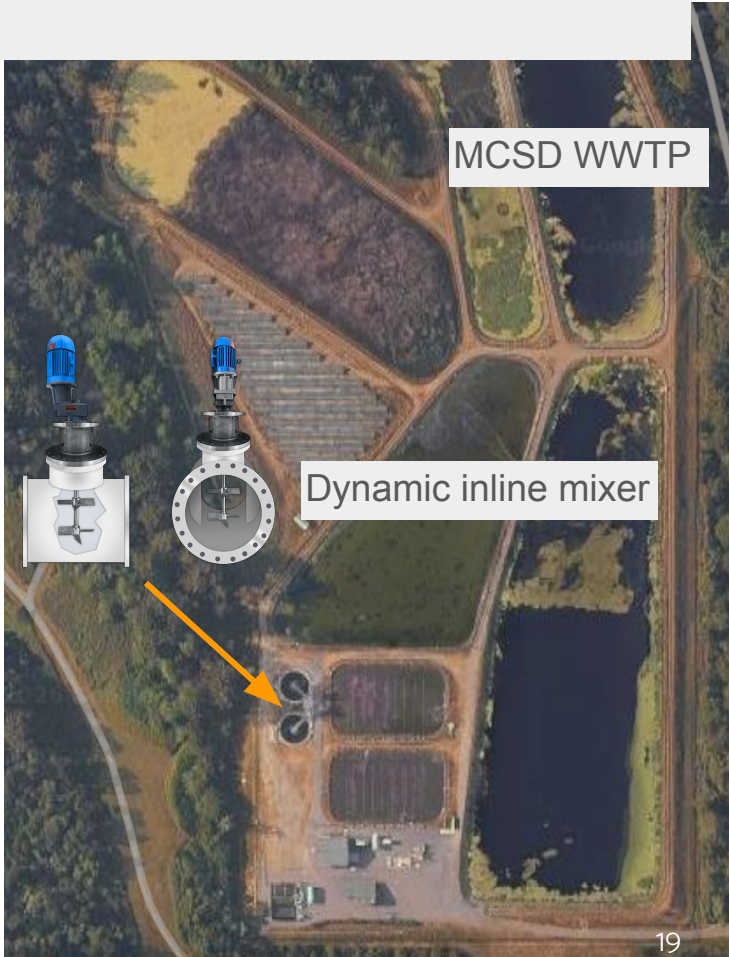


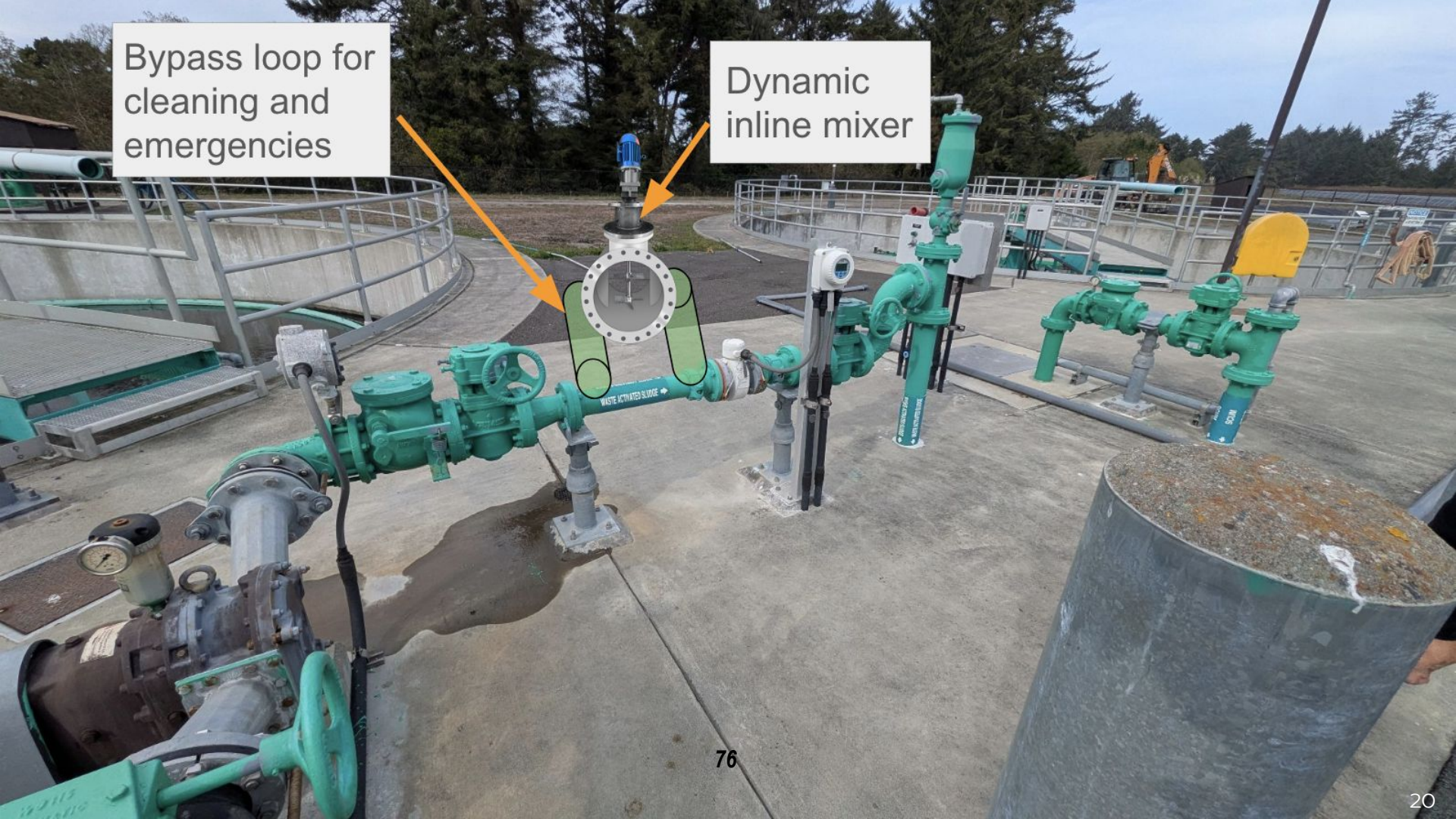


Lime stabilization process as produced by Sodimate

Alternative 4- Dynamic inline mixer and Lime stabilization






Bypass loop for cleaning and emergencies
Dynamic inline mixer
WASTE ACTIVATED SLUDGE
76


Mad River
Mad River
Scaled 2m diameter quicklime silo, 2.1x0.5m mixer, and 6x2m footprint holding tank
Pialorsi Ranch
77

Individual Weights of Criteria

Criteria	MCSD weight	Ezra weight	Jenna weight	Sasha weight	Sludgers weight	Final weights used
Operation and Maintenance Cost	7	7	6	7	6.67	7
Spatial availability	5	6	5	7	6.00	6
Aesthetics	5	4	4	3	3.67	5
Environmental Impacts	8	9	10	8	9.00	9
Improvements of Sludge Settling	10	10	10	10	10.00	10
Biosolids Product Process	7	7	8	6	7.00	7
Plant Operations & Safety	10	7	6	7	6.67	10

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Alternative Scores Based on Criteria

Criteria	Inline static mixing and greenhouse	Hydrocyclone and Aerobic Digestion	Dewatering centrifuge and EPA's observation	Dynamic in-line mixer & lime stabilization
Operation and Maintenance Cost	9	8	9	6
Spatial availability	9	3	5	6
Aesthetics	7.5	2	2	6
Environmental Impacts	4	9	5	2
Improvements of Sludge Settling	8	9	8	8
Biosolids Product Process	7.5	8	4	7
Plant Operations & Safety	6	3	2	2

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Analysis & Delphi matrix cont.

Criteria	Weight (0-10 high)	Inline static mixing and greenhouse	Hydrocyclone and Aerobic Digestion	Dewatering centrifuge & EPA's observation	Inline dynamic mixer & lime stabilization
Operation and Maintenance Cost	7	9 / **63**	8 / **56**	9 / **63**	6 / **42**
Spatial availability	6	9 / **54**	3 / **18**	5 / **30**	6 / **36**
Aesthetics	5	7.5 / **37.5**	2 / **10**	2 / **10**	6 / **30**
Environmental Impacts	9	4 / **36**	9 / **81**	5 / **45**	2 / **18**
Improvements of Sludge Settling	10	8 / **80**	9 / **90**	8 / **80**	8 / **80**
Biosolids Product Process	7	7.5 / **52.5**	8 / **56**	4 / **28**	7 / **49**
Plant Operations & Safety	10	6 / **60**	3 / **30**	2 / **20**	2 / **20**
Total		**383**	**341**	**276**	**275**

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Preferred Alternative: Inline static mixer and greenhouse

Static Mixer:

- ➔ Adapts to current piping system
- ➔ Doses coagulant to improve BSB settling
- ➔ No power requirement

Greenhouse:

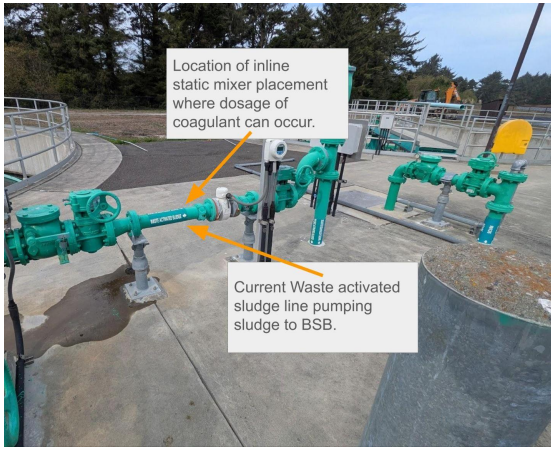
- ➔ Class B biosolids
- ➔ Usable during non-dredging cycle
- ➔ Footprint less than 1 acre

Other important reasons for choice:

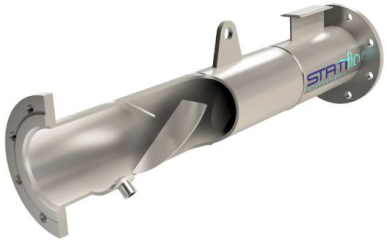
- ➔ Maintains plant and operator safety.



Location of Greenhouses located on the farm



Process flow diagram showing implementation of Inline static mixer and greenhouse



Inline static mixer

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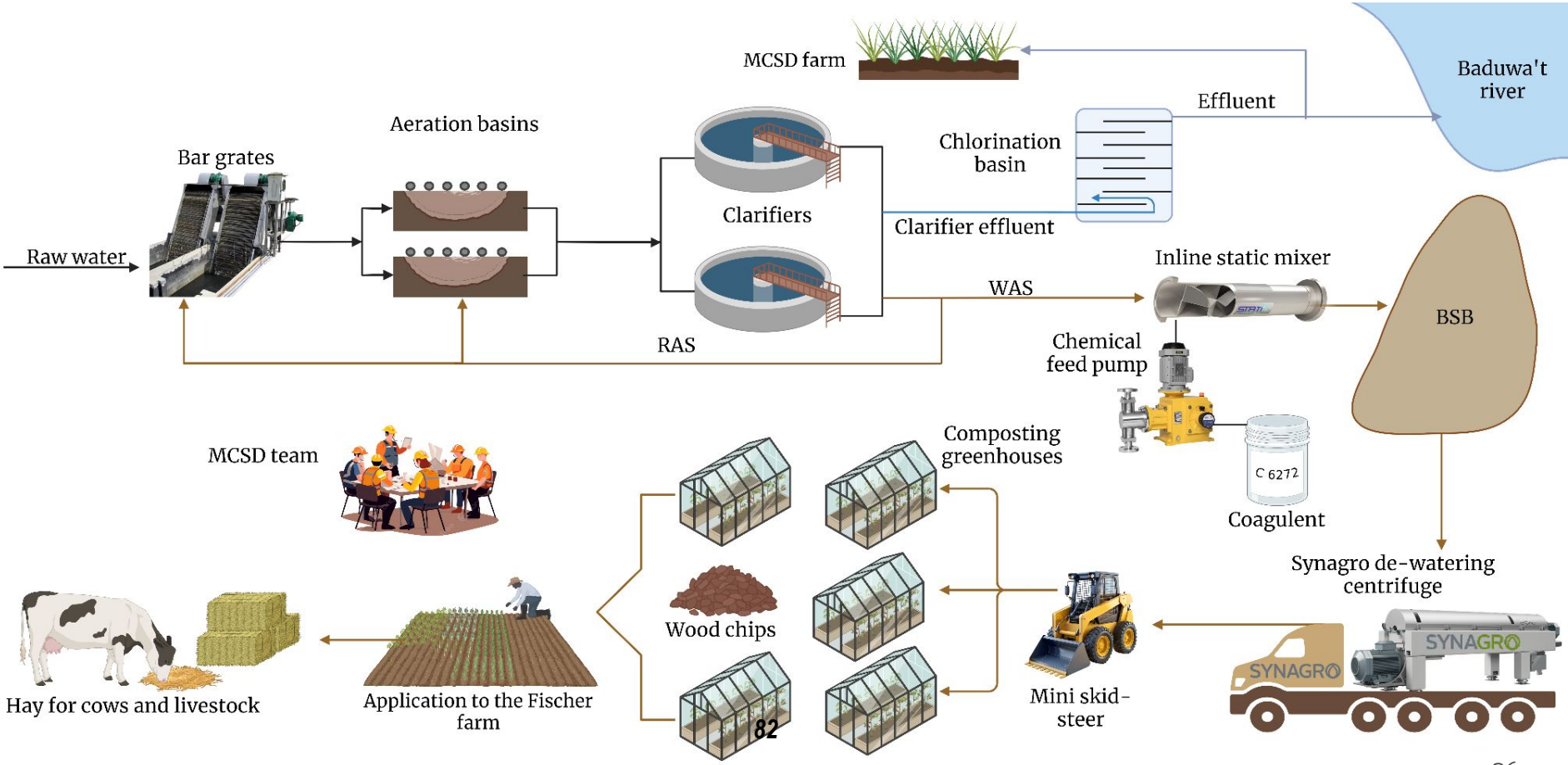
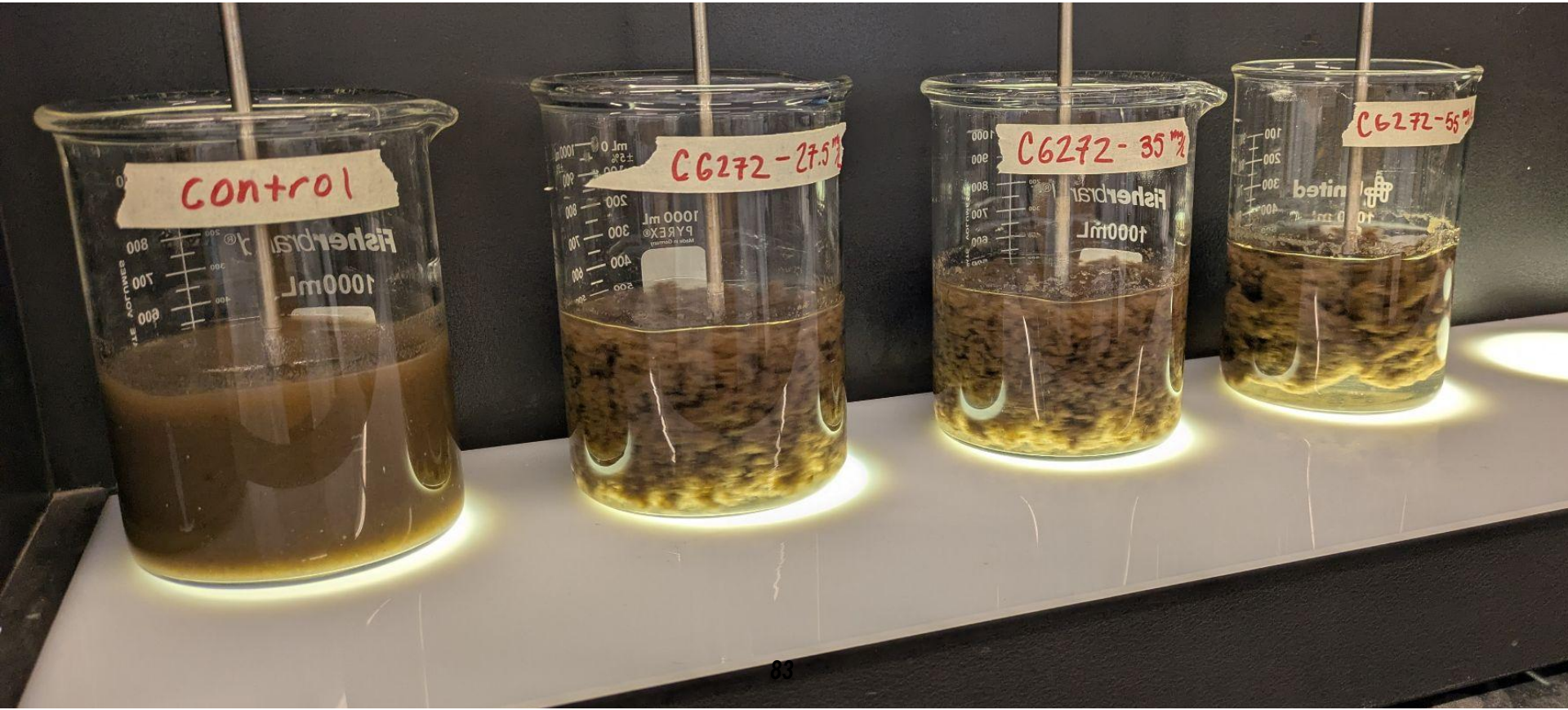
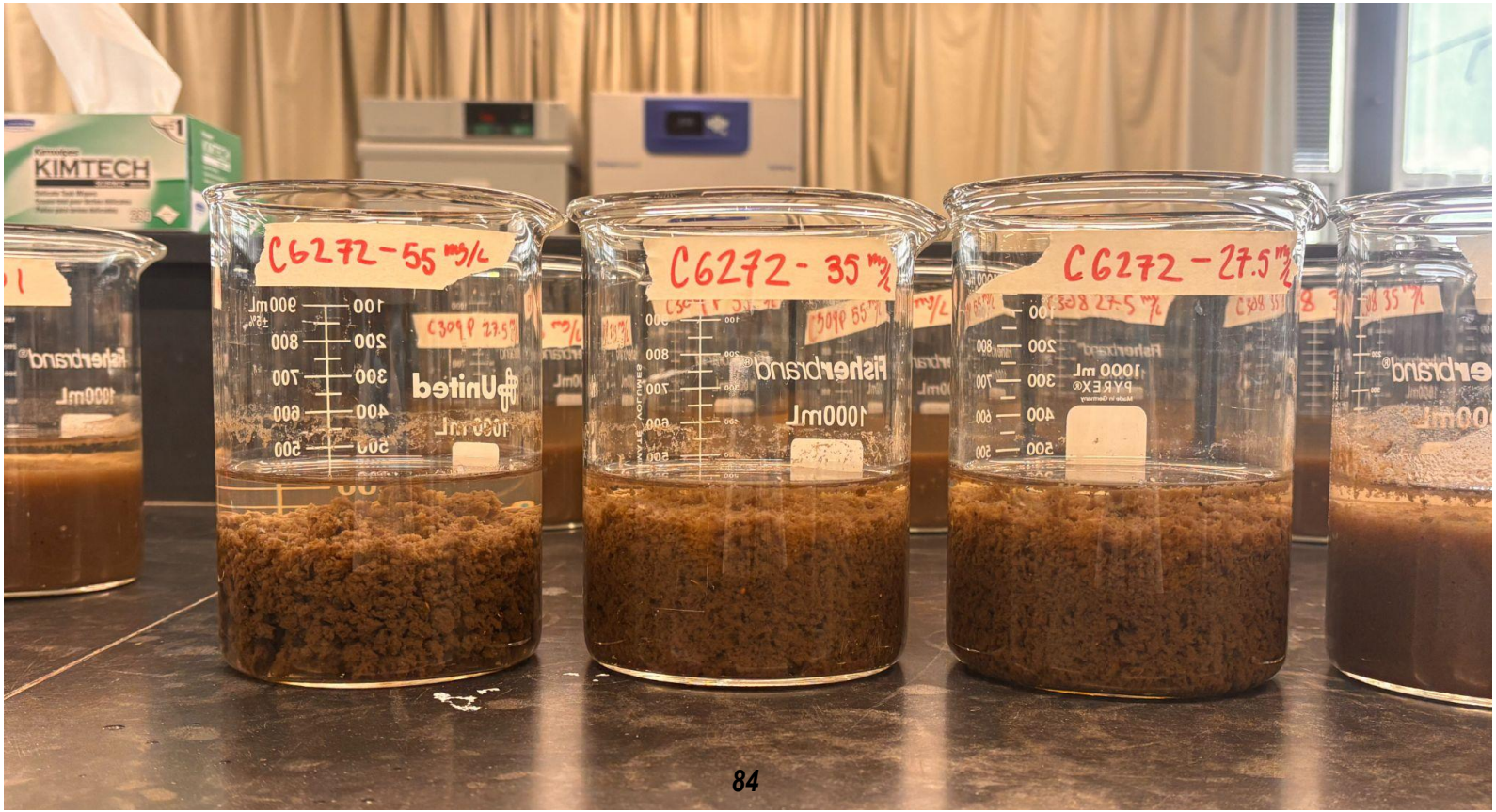
Treatment Train Preferred Alternative



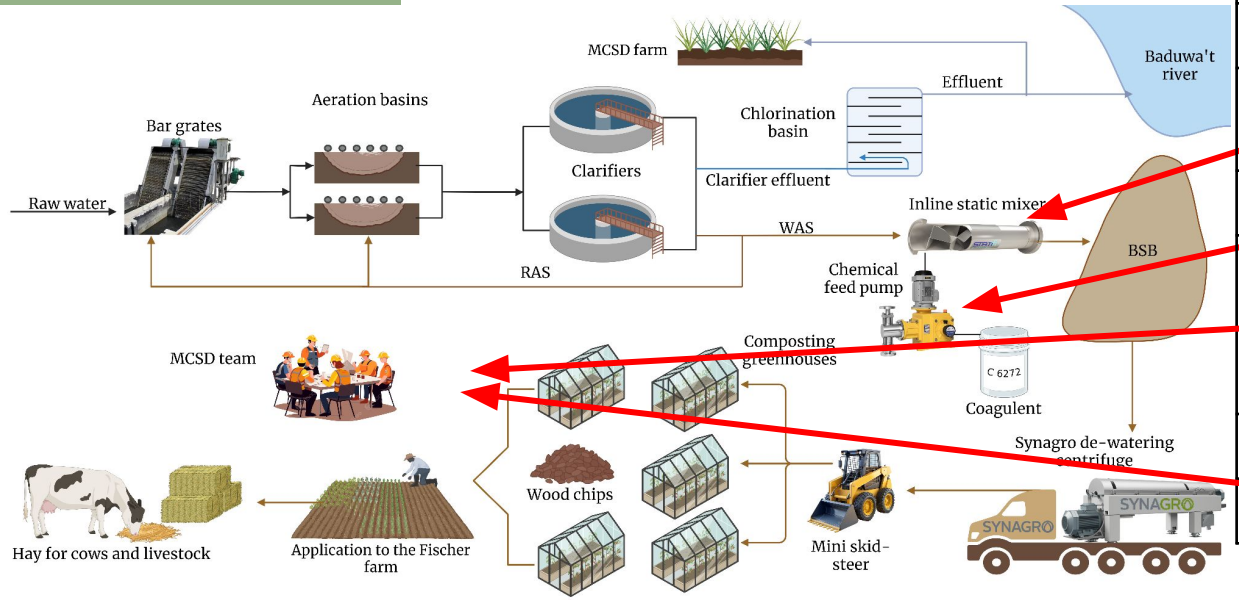
Coagulant testing for BSB treatment: initial jar test



Coagulant testing for BSB treatment: after 24 hr

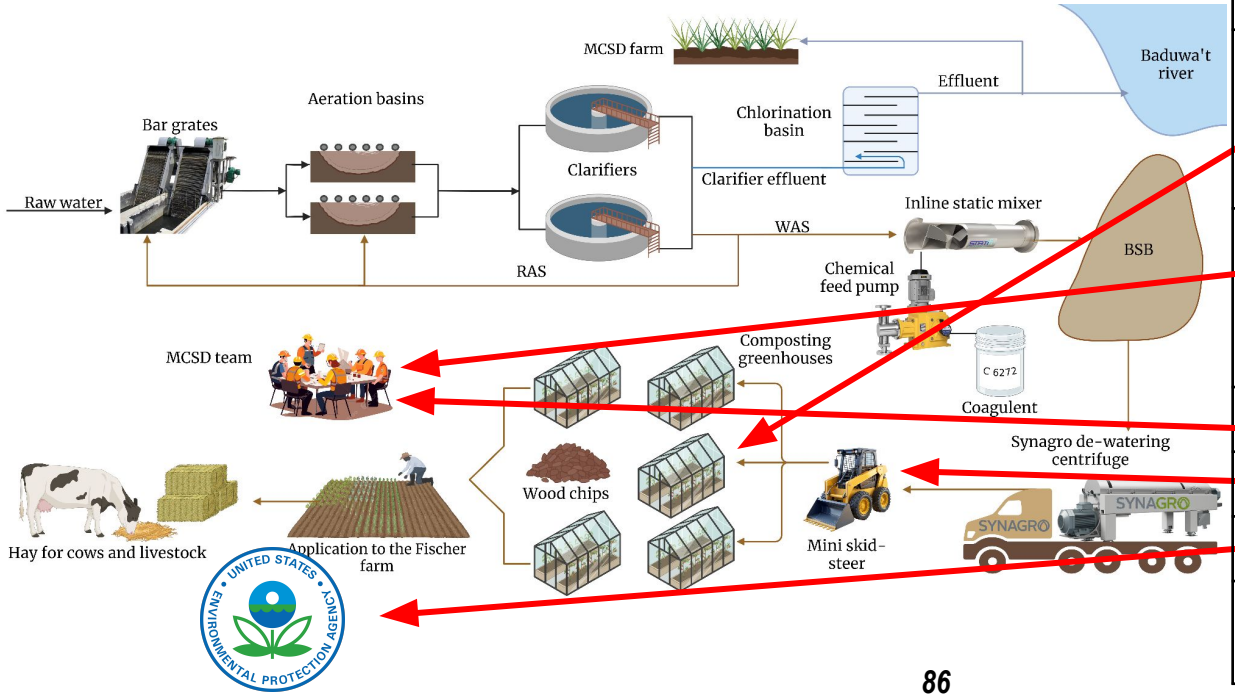


Preferred Alternative Upfront Cost: BSB Treatment



Upfront Cost	
Components & Labor	**Cost**
Statiflo 4” Series 600NR Mixer + S&H	$10,460.00
Chemical feed pump	$800.00
Soft cost 25%, contingency 30%, 1.175 prevailing-wage factor	$9,300
Labor cost	$6,600
Total Upfront cost	**$27,160**

Preferred Alternative Upfront Cost: Biosolids Treatment



Upfront Cost	
Components & labor	**Cost**
Greenhouse with electrical ventilation and all material components x5	$176,300
Soft cost 25%, contingency 30%, 1.175 prevailing-wage factor	$144,800
Labor cost	$158,700
Mini skid-steer loader	$5,000.00
EPA regulation fee	$881.00
Total Greenhouse implementation	**$485,681**

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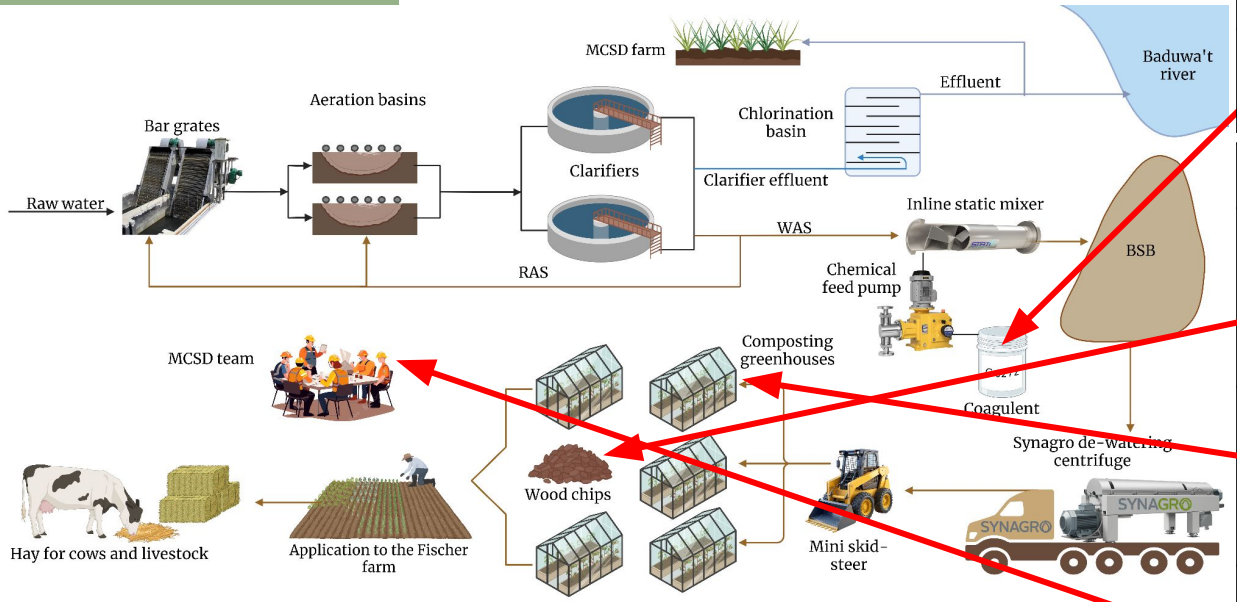
Preferred Alternative Cost: Operational & maintenance



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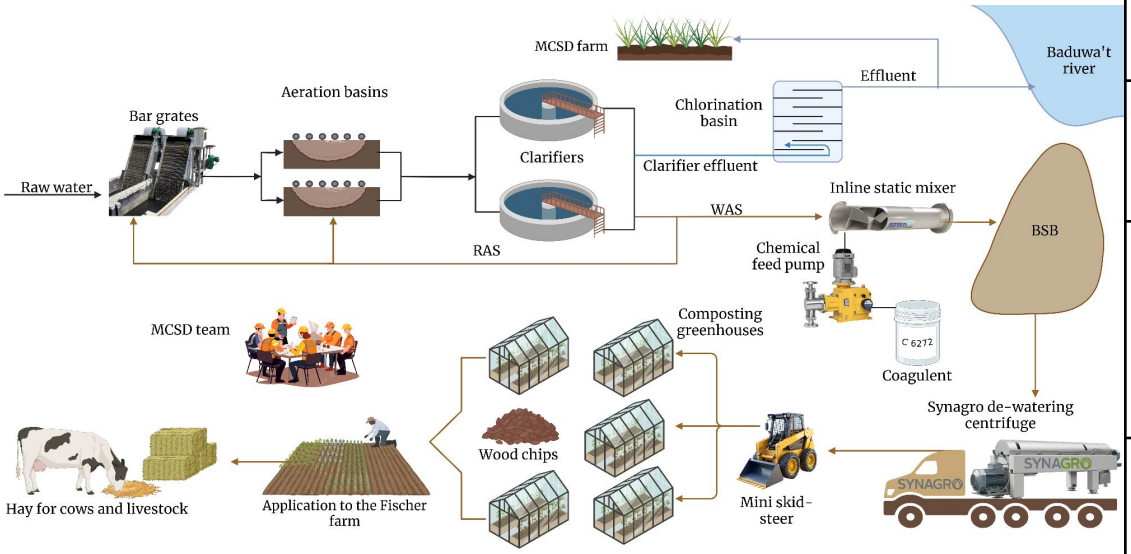
Operation and Maintenance cost	
Estimate for 4,600 lbs of SNF CLARIFLOC C-6272 per year	$9,200
Total O&M cost per seven year cycle	**$64,400**

Operation and Maintenance cost	
Estimate for 900 cubic yards of redwood chips from Wes Green company	$38,000.00
Electricity supply from PG&E using time of use rate plans for 3 summer months	$20,300
Labor cost for rotating compost 24 out of 90 days	$11,300
Total O&M cost	**$69,600**

Preferred Alternative Cost Savings



Cost savings			
	Current O&M	Proposed O&M	**Total Savings**
Total per dredging cycle	$500,000.00	$143,996.27	**$356,003.73**
Cost per year during 4 year dredging cycle	$125,000.00	$35,999.07	**$89,000.93**
Cost per year during 6.9 year dredging cycle	$72,463.77	$20,869.03	**$51,594.74**

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Next steps

Biosolid nutrient analysis

Determine carbon : nitrogen ratio as well as coliform levels (MicroBac)

Complete and refine report

Finishing our report in accordance to Cal Poly Humboldt School of Engineering final report criteria.

Complete a pilot study

Next steps for MCSD would be to run a pilot study to verify result on a larger scale

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Thank you to our Clients

Mckinleyville Community Services District

Drew Smalls

James Henry

And our professors

Dr. Christa Meingast

Dr. Peter Alstone

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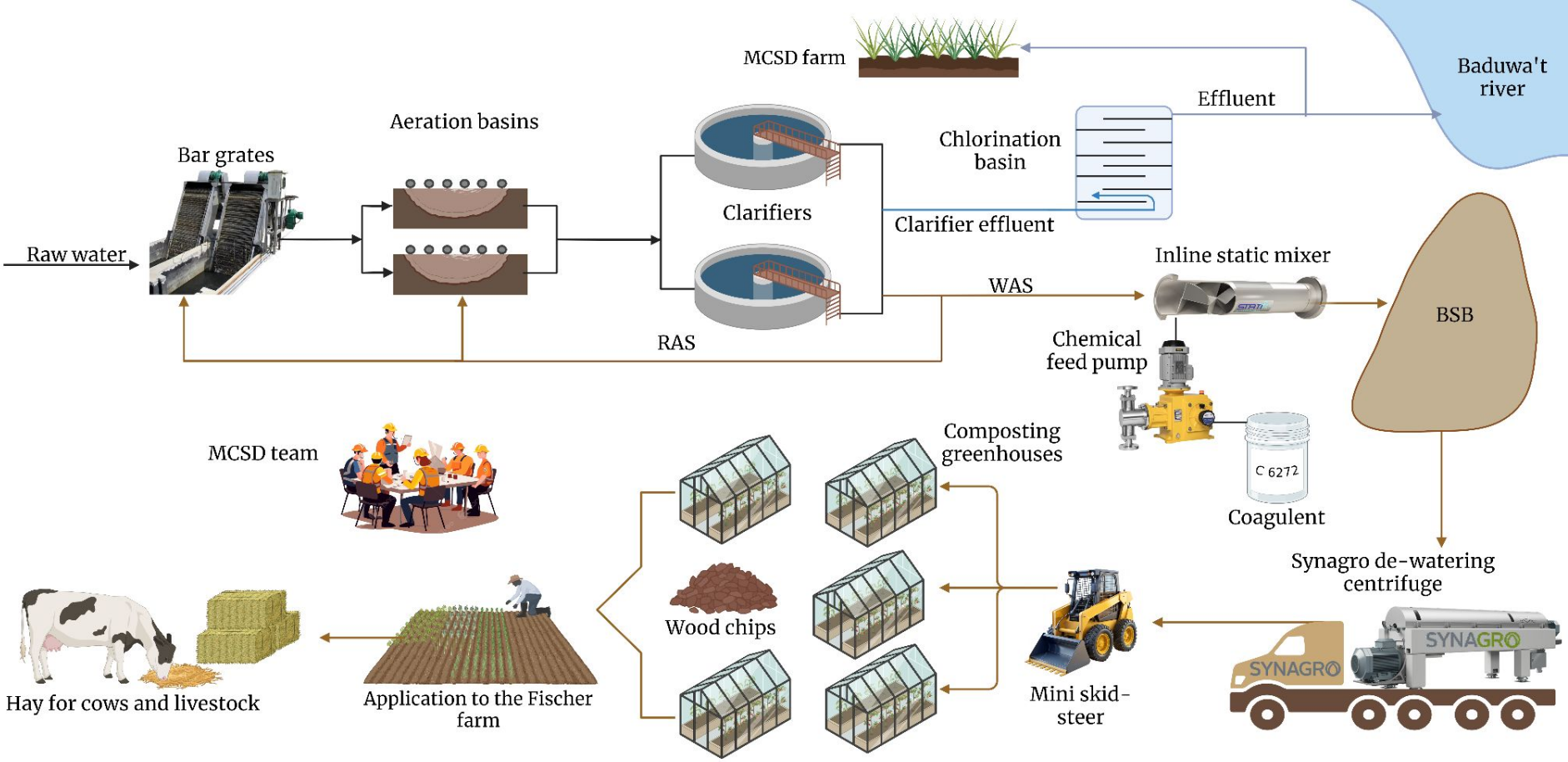
Thank you!

Questions?


MCSD farm
Baduwa't river
Effluent
Aeration basins
Bar grates
Chlorination basin
Clarifiers
Clarifier effluent
Raw water
Inline static mixer
WAS
BSB
RAS
Chemical feed pump
C 6272
Coagulent
MCSD team
Composting greenhouses
Synagro de-watering centrifuge
Wood chips
Mini skid-steer
SYNAGRO
Hay for cows and livestock
Application to the Fischer farm

Preferred Alternative Cost: Upfront

Biosolids Treatment: Greenhouse Composting	
Growers solutions - 30x100 greenhouse	**costs without discounts**
30' Super Duty Greenhouse Kit x3	$46,412.85
End Wall Kits for Super Duty Greenhouses × 6	$4,769.70
Roll-Up Greenhouse Door × 6	$1,607.70
Roll-Up Greenhouse Sides (Sold Per Side) × 6	$2,909.70
V-Trusses × 72	$7,988.40
48" Galvanized Steel Slant Wall Exhaust Fan × 6	$14,873.70
GS Economy Power Shutter w/ Motor × 6	$6,719.70
Tempro TP520 Two Stage Thermostat × 3	$554.85
Shipping	$12,794.83
taxes	$7,115.20
Discount	$0.00
Growers solution - material totals for 3 greenhouses	**$105,746.63**
Price per greenhouse	$35,248.88
number of greenhouses	5
material total for number of greenhouses	**$176,244.38**
Humboldt remote-location / prevailing-wage factor	1.175
Location-adjusted construction ($)	$207,087.15
Soft costs: engineering, CM, admin, permitting (% of construction)	25%
Contingency (% of construction)	30%
Cost of labor, soft cost, and contingency	**$144,740.70**
TOTAL PROJECT COST ($)	**$320,985.08**

Total upfront cost $522,622.98

Labor estimates for implememting static mixer	utility worker I
Yearly salery	$114,573.07
Salery per week	$2,203.33
Additional labor and isurance cost per week (1.5 times salery)	$3,304.99
number of weeks of labor	1
labor cost per worker for number of weeks	$3,304.99
number of workers	2
Total labor cost	**$6,609.98**

Labor estimates for implememting greenhouses	utility worker I
Yearly salery	$114,573.07
Salery per week	$2,203.33
Additional labor and isurance cost per week (1.5 times salery)	$3,304.99
number of weeks of labor	12
labor cost per worker for number of weeks	$39,659.91
number of workers	4
Total labor cost	**$158,639.64**

Additional upfornt cost expenses	
Additional Components	**Cost**
Mini Skid-steer Loader	$5,000.00
Additional Possible Expenses	$10,000.00
EPA regulations fees	$881.00
other regulatory fees	
TOTAL COST	**$15,881.00**

Sludge thickening: Inline static mixer	
Statiflo - inline static mixer	**cost**
4" Series 600NR Mixer	$9,980.00
Shipping and handeling	$480.00
Chemical Feed Pump	$800.00
Statiflo - total	**$11,260.00**
Humboldt remote-location / prevailing-wage factor	1.175
Location-adjusted construction ($)	$13,230.50
Soft costs: engineering, CM, admin, permitting (% of construction)	25%
Contingency (% of construction)	30%
Cost of labor, soft cost, and contingency	**$9,247.28**
TOTAL PROJECT COST ($)	**$20,507.28**

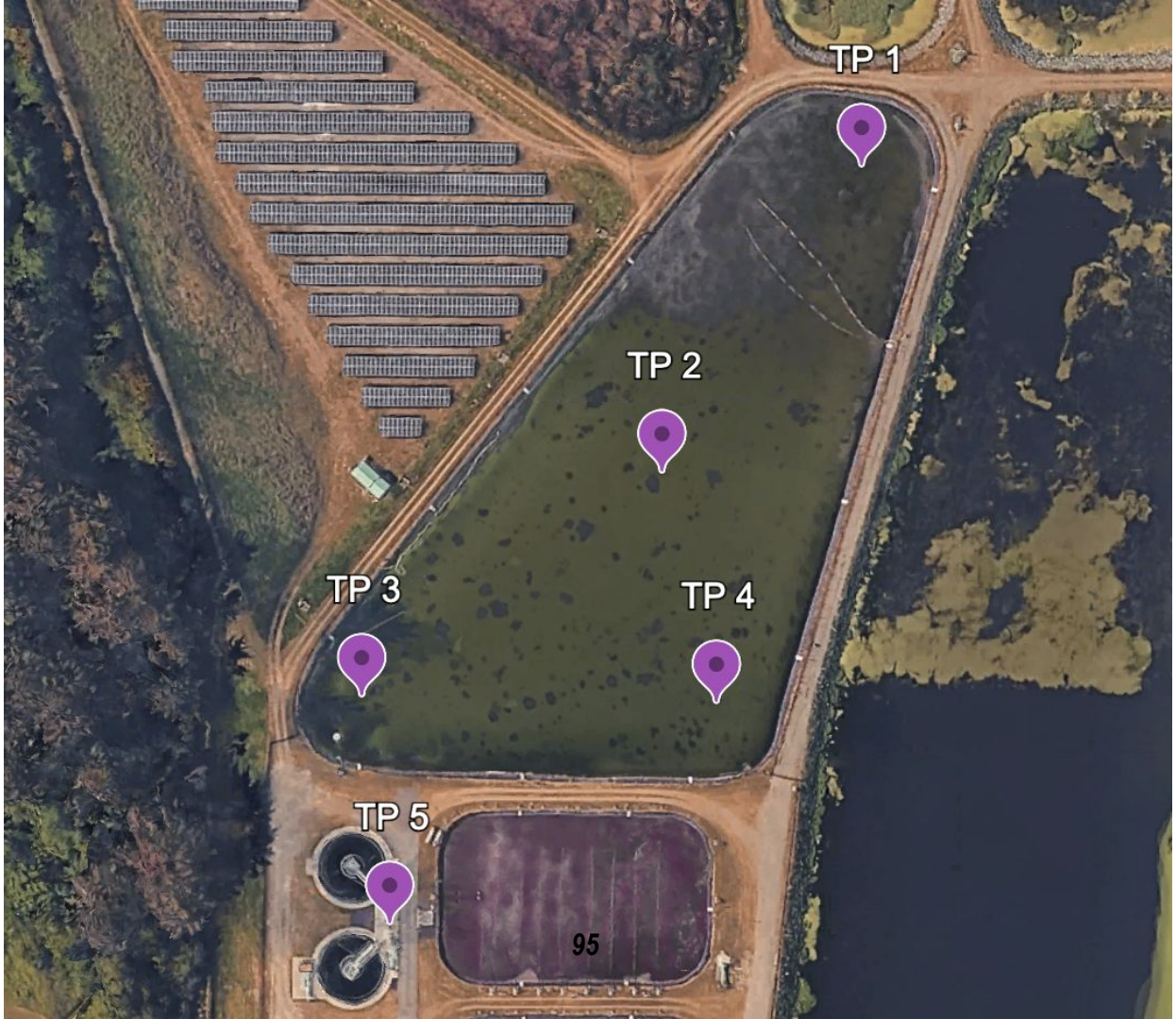
Preferred Alternative Cost: Operational & maintenance

Electricity to farm		
Power ratings for greenhouse	watts rating	Componts for 5 greenhouses
48" Galvanized Steel Slant Wall Exhaust Fan - 2 per greenhouse	1035	10
GS Economy Power Shutter w/ Motor - 2 per greenhouse	110	10
Tempro TP520 Two Stage Thermostat - 1 per greenhouse	3000	5
Total kilowatts for all components	26.45	kW
Average bundeled total commercial rate from PG&E (Table A-10)	$0.35462	$/kWh
runing 24/7 for 3 months	$765.9792	$/kW/ 3 months
required power	26.45	kW
electricity cost for 3 months running 24/7	**$ 20,260.15**	**$/ 3 months**

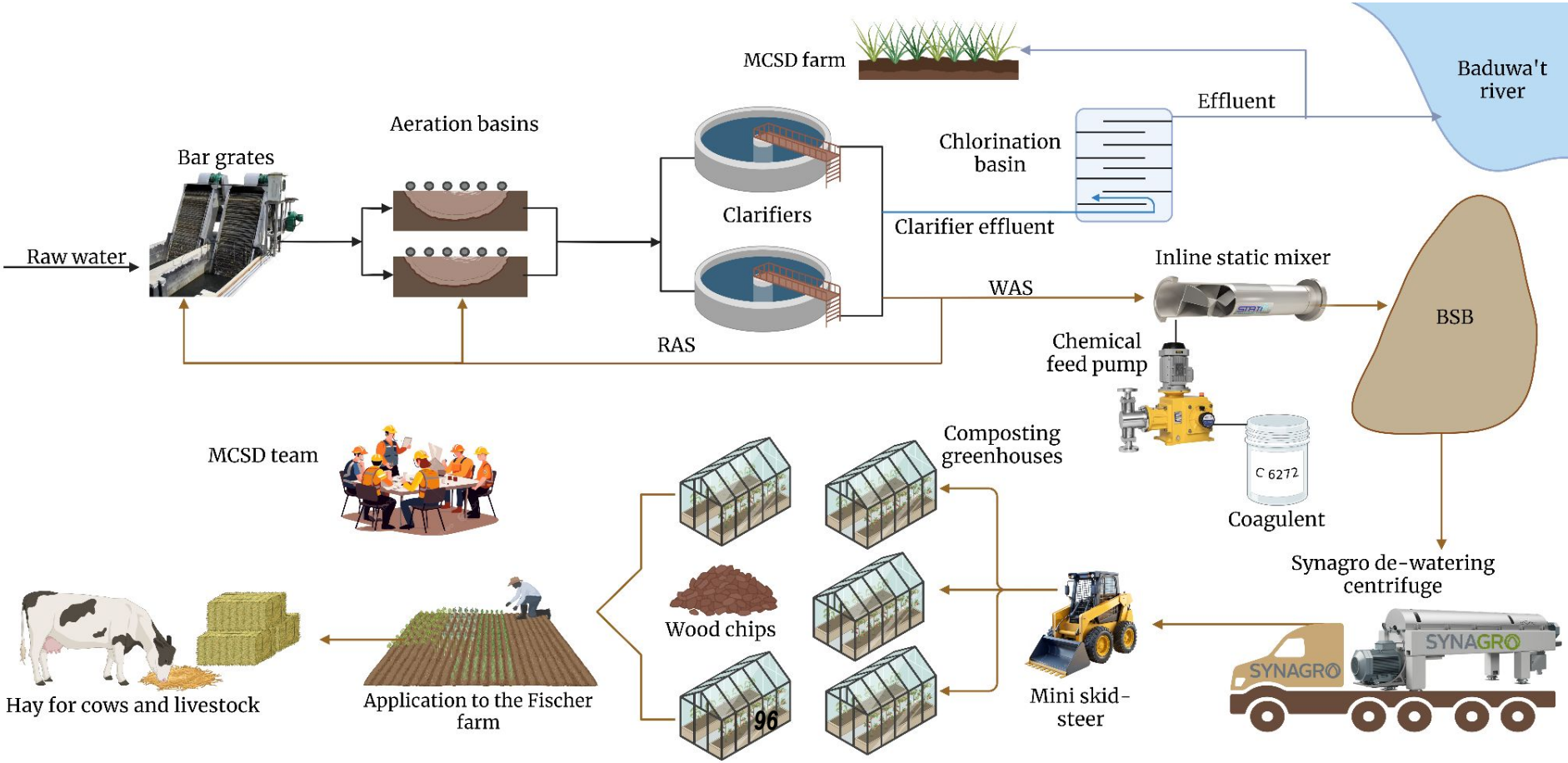
Sludge thickening: O&M cost	
Coagulant	**Cost**
SNF CLARIFLOC C-6272	**$1,789.04**

Labor estimates	
Labor estimates for rotating compost	**utility worker I**
Yearly salery	$114,573.07
Salery per week	$2,203.33
Additional labor and isurance cost per week (1.5 times salery)	$3,304.99
number of weeks of labor	3.43
labor cost per worker for number of weeks	$11,336.12
number of workers	1
Total labor cost	**$11,336.12**
5 greenhouses taking 2 days to fully rotate all solids as one rotation cycle. total of 12 rotation cycles per dredging cycle	
Total of 24 days to fully rotate or 3.43 weeks	

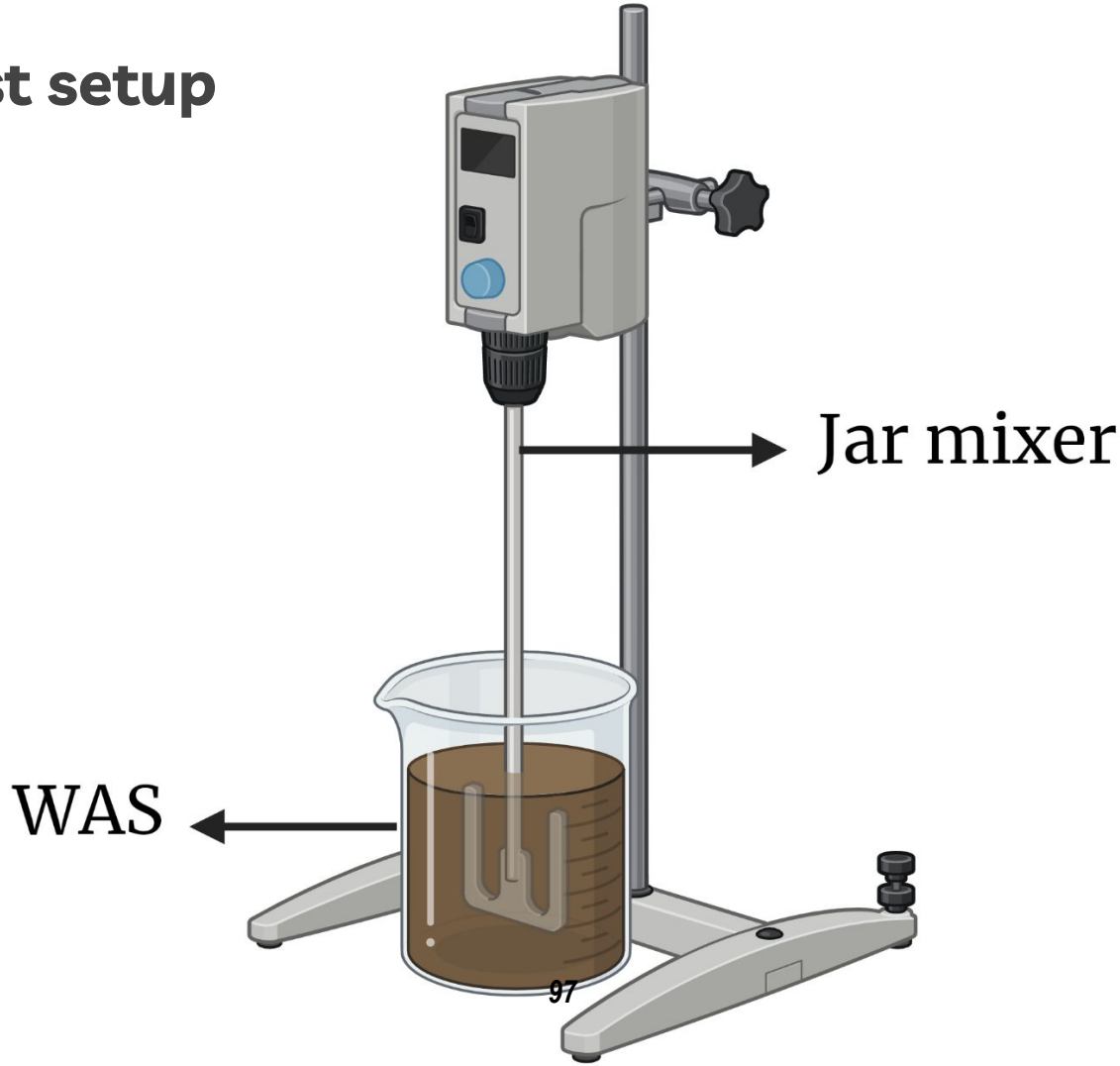
Biosolids Treatment: Greenhouse O&M		
Wood chips needed per dredging cycle	**Cost**	
for 1:1 composting ratio would need 340	340	tons
mass of woodchips in lbs	680000	lbs
denstity of redwood	28	lb/ft³
volume of woodchips using density of redwood	24285.7143	ft^3
volume of woodchips in cubic yards	899.47	cubic yard
Estimate from wes green company for 900 cubic yards of redwood chips	**$38,000.00**	

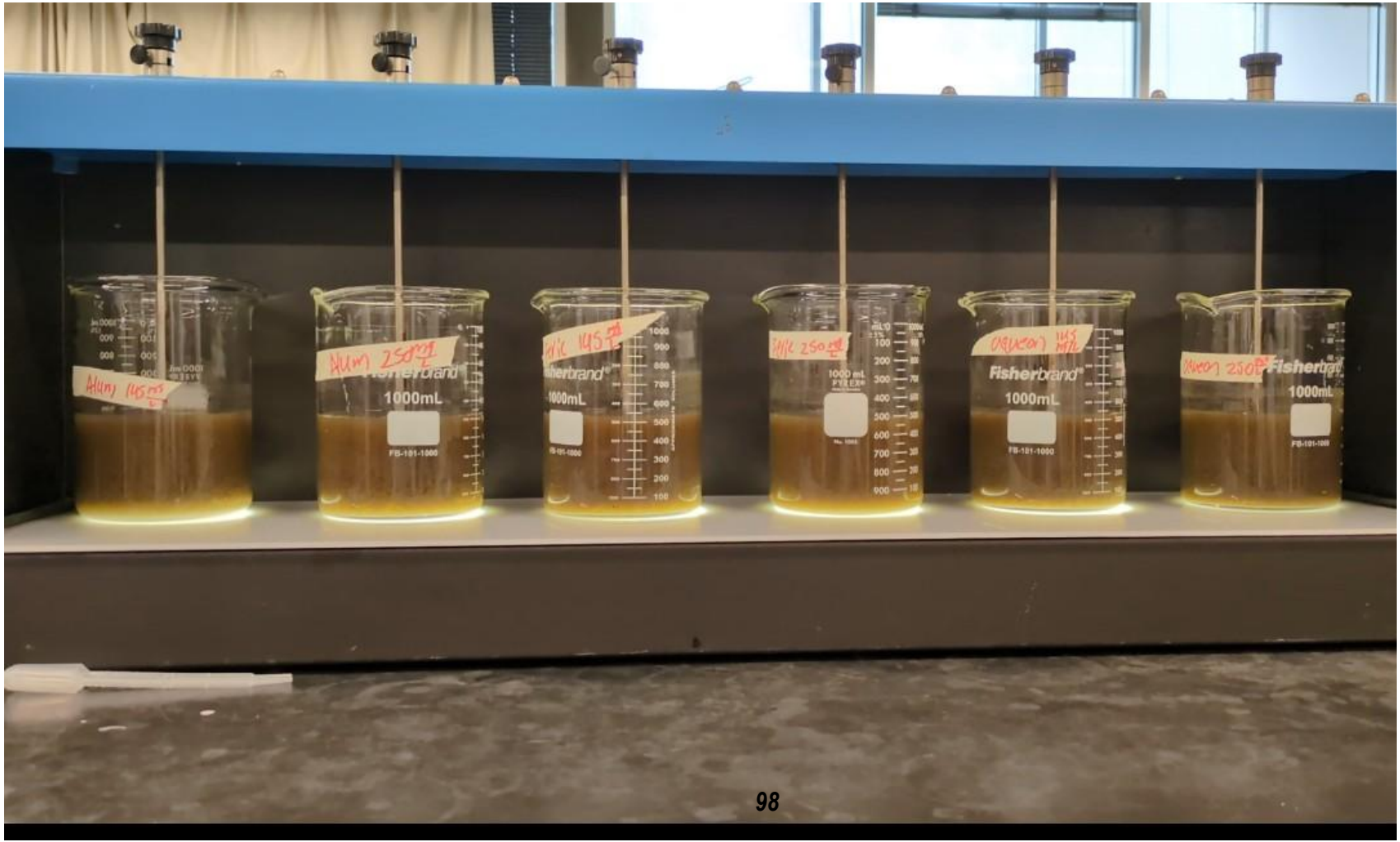

TP 1
TP 2
TP 3
TP 4
TP 5
95

Treatment Train Preferred Alternative

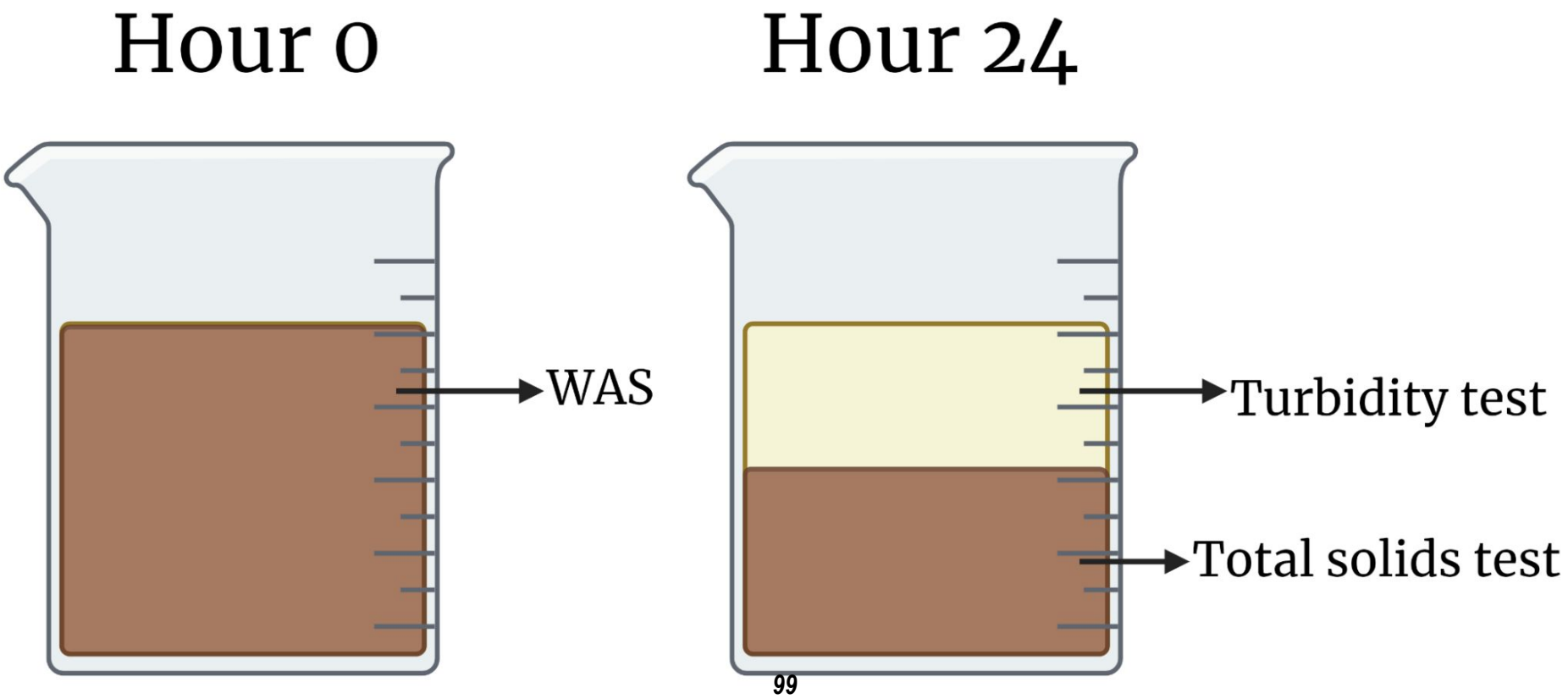


Jar test setup

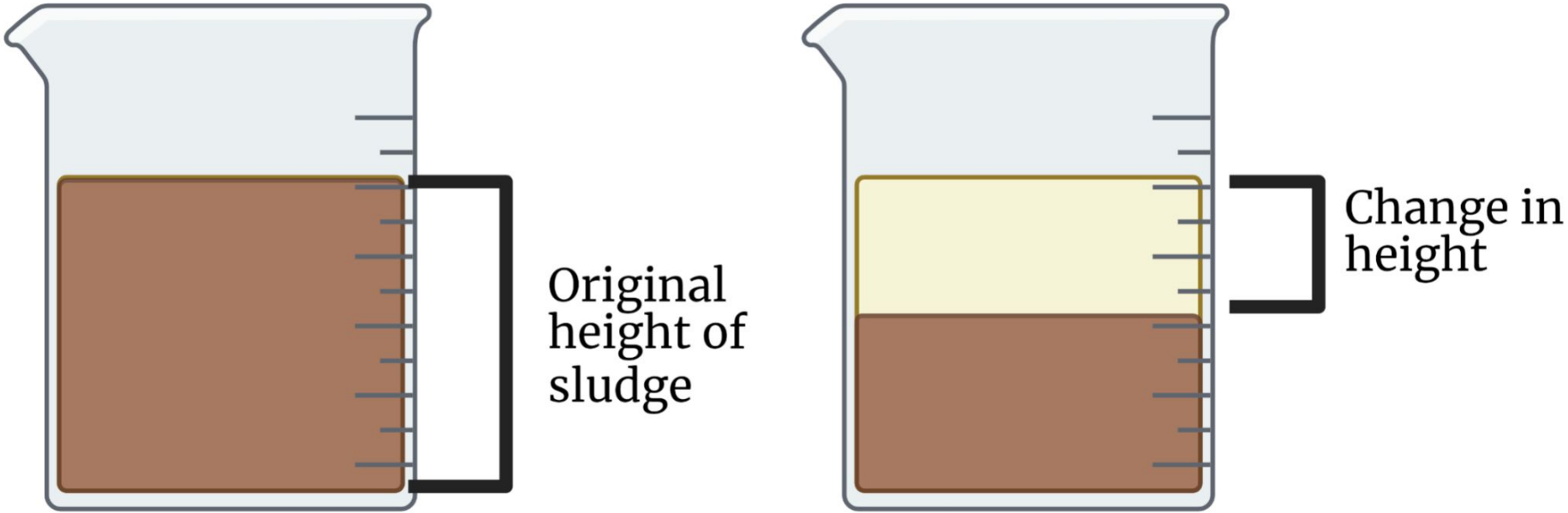



Fisherbrand
1000mL
FB-101-1000

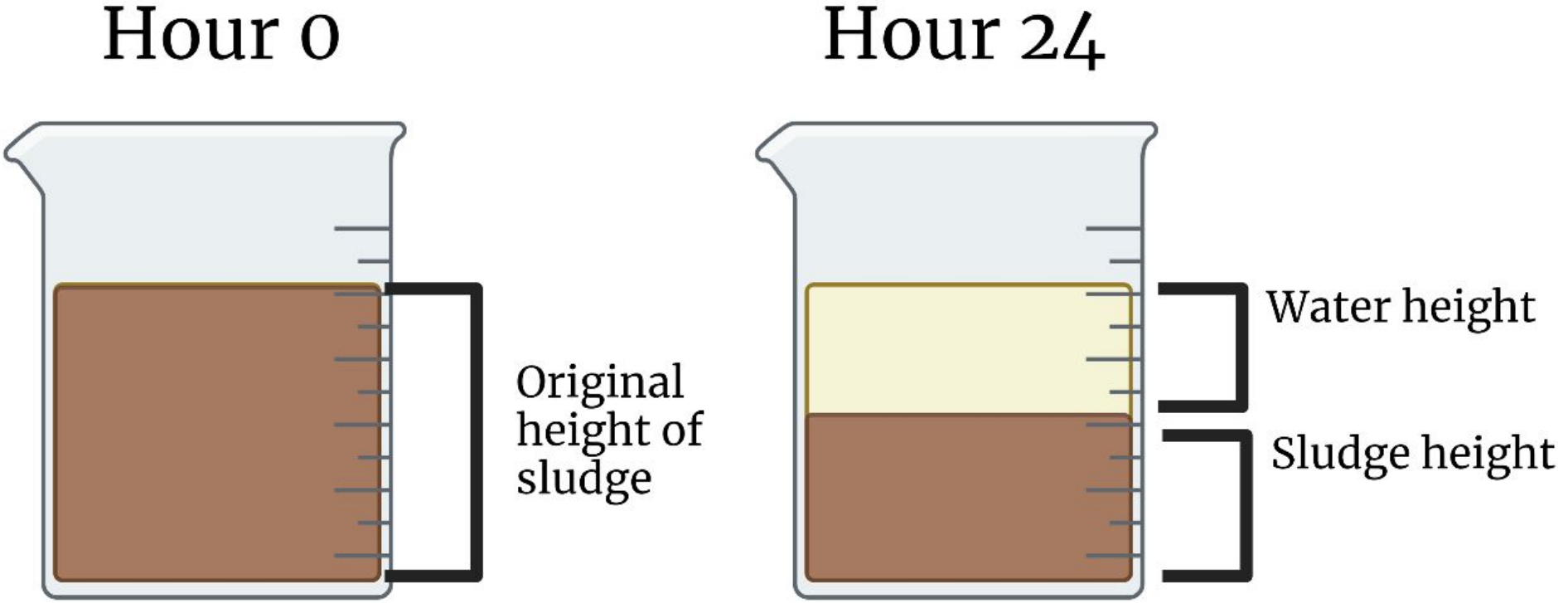
Jar test testing

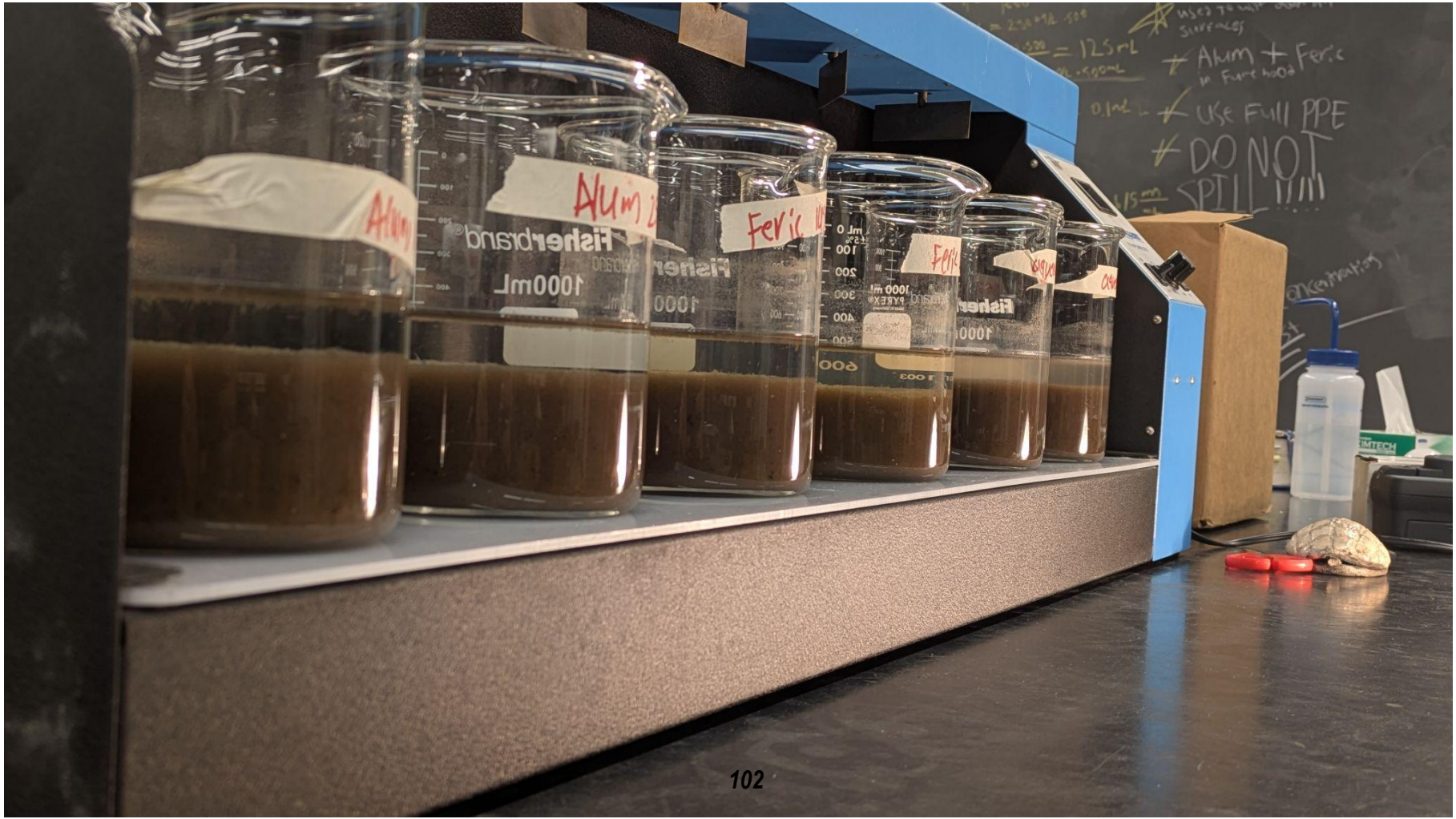


Ratio of original height : water height

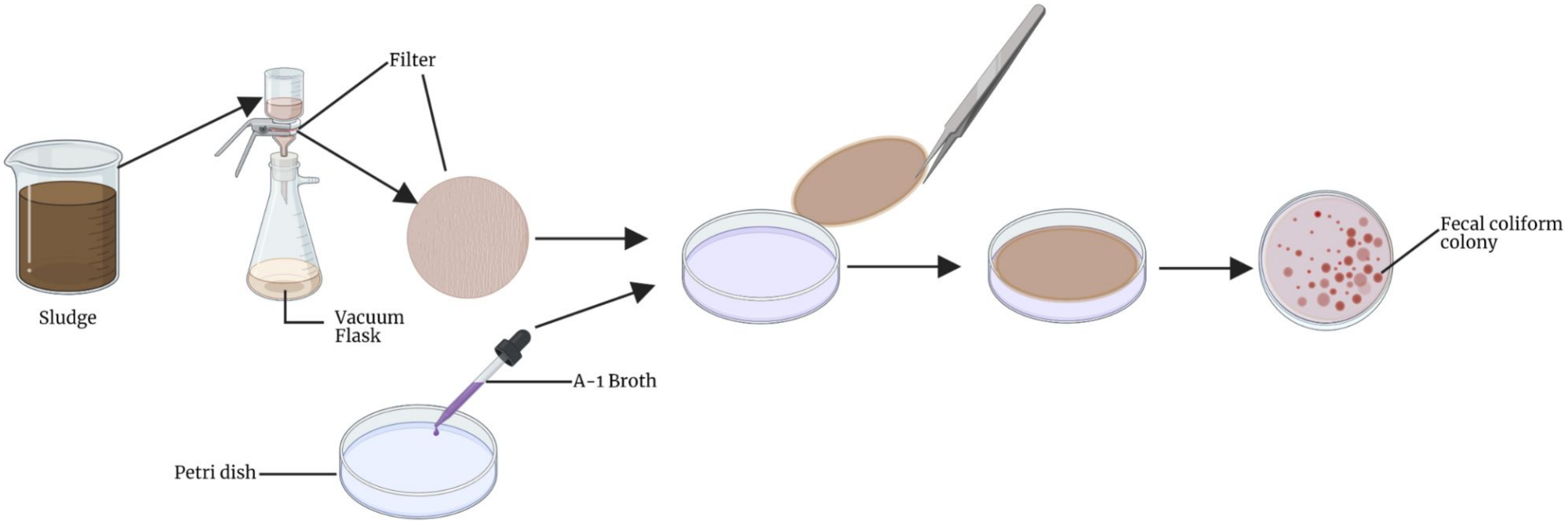


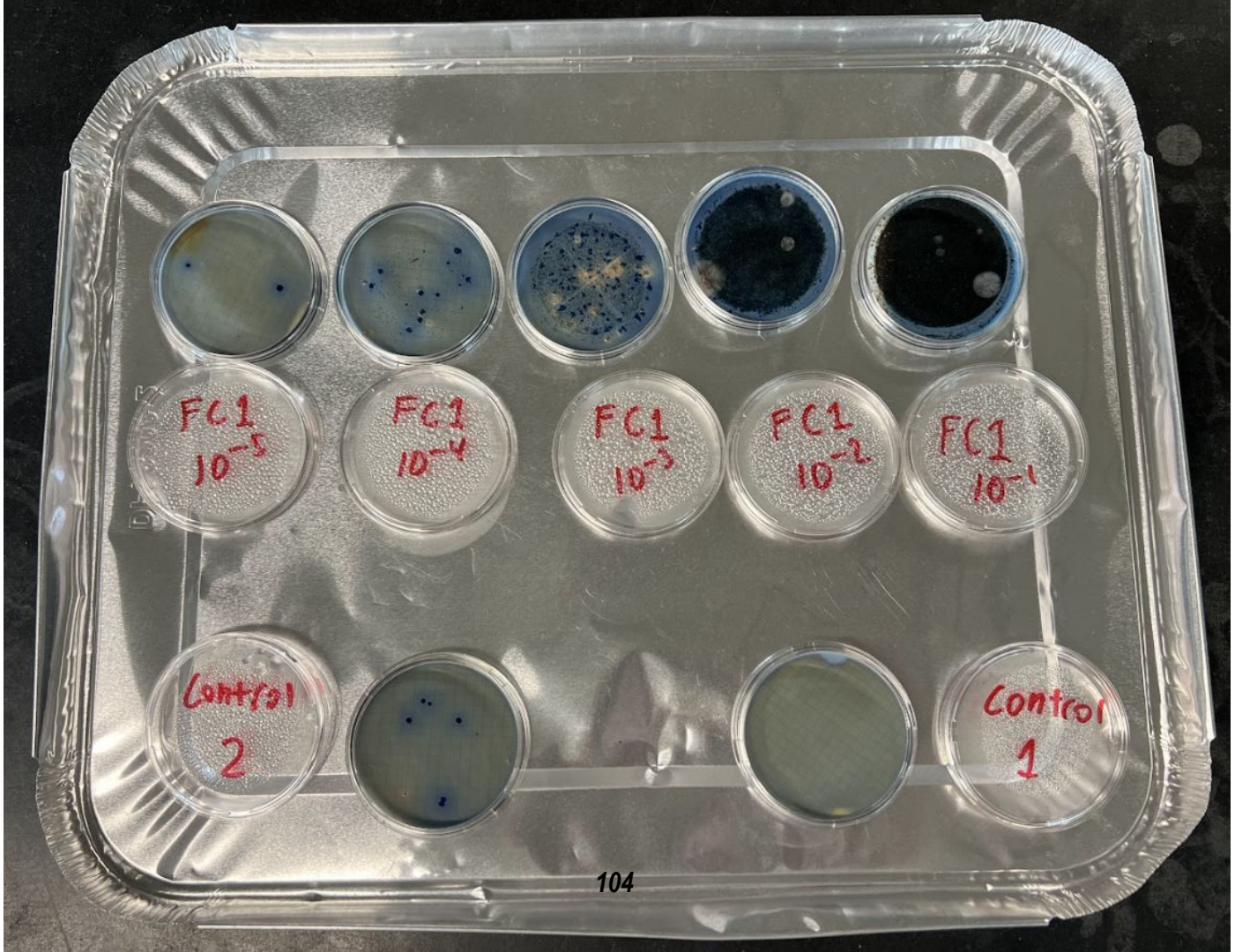
Lower number= more water = more settled


Hour 0
Original height of sludge
Hour 24
Water height
Sludge height


Alum
Ferric
Fisherbrand
1000mL
USE FULL PPE
DO NOT
SPILL

MPN testing process




FC1 10^-5
FC1 10^-4
FC1 10^-3
FC1 10^-2
FC1 10^-1
Control 2
Control 1

Appendix B to Part 503—Pathogen Treatment Processes

A. Processes To Significantly Reduce Pathogens (PSRP)

1. Aerobic digestion—Sewage sludge is agitated with air or oxygen to maintain aerobic conditions for a specific mean cell residence time at a specific temperature. Values for the mean cell residence time and temperature shall be between 40 days at 20 degrees Celsius and 60 days at 15 degrees Celsius.

2. Air drying—Sewage sludge is dried on sand beds or on paved or unpaved basins. The sewage sludge dries for a minimum of three months. During two of the three months, the ambient average daily temperature is above zero degrees Celsius.

3. Anaerobic digestion—Sewage sludge is treated in the absence of air for a specific mean cell residence time at a specific temperature. Values for the mean cell residence time and temperature shall be between 15 days at 35 to 55 degrees Celsius and 60 days at 20 degrees Celsius.

4. Composting—Using either the within-vessel, static aerated pile, or windrow composting methods, the temperature of the sewage sludge is raised to 40 degrees Celsius or higher and remains at 40 degrees Celsius or higher for five days. For four hours during the five days, the temperature in the compost pile exceeds 55 degrees Celsius.

5. Lime stabilization—Sufficient lime is added to the sewage sludge to raise the pH of the sewage sludge to 12 after two hours of contact.

Compiled Cost Tables

https://docs.google.com/spreadsheets/d/1DEk0E5U6SGzrgXxJxT0qBr4FYfmn-fjOyrmHpTshMlY/edit?gid=0#gid=0

McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **INFORMATIONAL**

ITEM: E.2 **2026 California Water Environmental Association (CWEA) Awards Presentation**

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

TYPE OF ACTION: **None**

Recommendation:

Staff recommends that the Board listen to the presentation, air questions and take public comment.

Discussion:

Each year California Water Environmental Association (CWEA) presents awards at their annual banquet. Nomination forms are submitted by agencies recognizing their staff or facility for the award. A committee then reviews the nominations and chooses a worthy recipient for each category.

This year, the following awards were received:

- Drew Small received Operator of the Year Award due to his dedication in achieving his certifications and running the Wastewater Management Facility.
- The District was honored with the Collection System of the Year Award due to the extensive maintenance programs, inspections, and I&I repairs.
- The District also received the Safety Award due to the staff being safety sensitive and proactive.
- Bill McBroome received the Electrical Instrumentation Person of the Year, due to his extensive knowledge and cost savings.
- James Henry received Supervisor of the Year and Past President Awards due to his dedication to his Staff and to CWEA.

Nomination forms are included in **Attachment 1**.

Alternatives:

Take no action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments

- Attachment 1 – CWEA Award Nomination Forms

Operator of the Year/ Small Plant
Drew Small

Drew is the Shift Supervisor at McKinleyville's WWMF, and he currently holds his Grade 5 Wastewater License. His duties include testing the Influent & Effluent wastewater, taking samples at every stage from the Head works to Aeration Basin then from the Clarifiers to the Chlorine Contact Chamber. Testing the samples Ph, Do, Temp, Ammonia, Nitrates, Total Suspended Solids Daily. Every week he runs a BOD on all Samples to have a performance baseline of how the plant is running, making sure we are in Regulatory compliance, and to calculate long term treatment efficiency. Drew performs all the Monthly, Quarterly, and Semi-Annual testing at the WWMF as required by our NPDES permit. He maintains a thorough log of testing results which makes him very efficient when he is doing Data entry, to ensure the information is accurate and helps us optimize treatment efficiency. When settling issues occur, which is very seldom. You can find Drew looking under the Microscope to gauge the bacteria type and age, checking for Filamentous bacteria and to evaluate the Floc structure which is causing the poor settling. After analyzing the sludge, Drew will make small incremental changes to not shock the biological process by adjusting the Was or Ras rate accordingly. Drew does an outstanding job analyzing the wastewater treatment process, researching solutions to issues that arise. Drew has written over 20 SOP's on the testing procedures, to guarantee data accuracy and to ensure operational safety and consistency across all operators. Drew has trained the last 4 wastewater operators, sharing his knowledge and making sure they understand the importance of accurate testing and giving them the relevant training to pass their wastewater test. He also takes the time to work with Cal Poly Capstone and provides tours when requested. He gets along great with all who interact with him, he has a very friendly demeanor which makes him a pleasure to work with. Drew has been a member of CWEA for over 8 years and is an active board member. I think Drew was an Obvious choice for Operator of the year award, because he is very driven and devoted to have worked himself up to a Grade 5 in less than 4 years. His passion to be the best Wastewater Operator, with knowledge and experience shows every day as our Wastewater Treatment plant runs quietly and seamlessly. I truly believe Drew thinks about Wastewater off the clock in his spare time.

Collections System of the Year

McKinleyville Community Services District

I would like to nominate McKinleyville Community Services District for the CWEA north Coast Section Collections System of the Year. With over 67 miles of pipe, MCSD prioritizes every foot of it. Regularly inspecting manholes and cleanouts, hydro-cleaning every quarter, CCTV inspections, smoke testing, lowering operators down on a tripod and winch to seal channels, and SMART cover real-time flow data to identify I&I. The lift stations are regularly cleaned and washed, and the pumps and motors are regularly serviced quarterly. There is no "to-do" list when it comes to sewer repairs. They get fixed with the utmost of importance. The WWMF wet weather flows reach 1.3 mgd as opposed to .800 mgd in dry weather months, showing how tight the system is.

On top of that, MCSD is on a 75-year mainline replacement program geared towards replacing or rehabilitating every section of water and sewer main. This year, the District replaced almost ½ mile of 10" force main coming out of Letz station to Murray Road. The job was done by operators in-house, and Hammond Trail access was maintained throughout.

Safety Plant of the Year

McKinleyville Community Services District

I'd like to nominate McKinleyville Community Services District for Safety Plant of the year. Starting from the top of the organization, MCSD maintains a safety-first mindset and takes the well-being of the staff very seriously.

We have round table formatted discussions on all jobs that include several staff members and leaders. In these meetings we can identify all potential hazards, and either engineer them out of the job, or allocate resources to be able to mitigate the risks. The General Manager, Pat Kaspari, leads by example on this. While he seems like an easy-going laid-back guy, his hackles will stand up when it comes to the safety of the operators. It is ingrained in the culture here at MCSD. There are annual comprehensive training courses on Chlorine safety, trenching and shoring, Hazwopper; we have a district wide simulated tabletop exercise simulating a large-scale disaster annually. They train with fire extinguishers annually, robbery and bomb threat response annually. Every Friday MCSD does safety meetings covering the scope of workplace hazards, and reminders on practices such as LOTO, atmospheric hazards, defensive driving, traffic safety, and body mechanics and ergonomics. AC pipe handling and care, best management practices for water discharge and much more. Before any job, there are tailgate meetings with the operators involved to talk about personnel, pedestrians, and environmental safety. Before a chlorine or Sulfur dioxide ton is placed online, the 2 operators will talk through the entire process of installation, and what the standard operating procedure is before donning their respirators, opening multiple escape routes, and starting multimeters to monitor the atmosphere; all before a single thing is done to put the ton online.

Preventively, the district tests all monitoring equipment installed in the room, emergency shutoff equipment, and inspects all the A, B and C kits are sealed. Eye wash and shower systems are flushed monthly.

MCSD sets a very high standard for a culture focused on safety and deserves to be recognized as the safety plant of the year.

Electrical Instrumentation Person of the Year

Bill McBroome

It's that time of year again, the time that we acknowledge Bill McBroome for being the electrical instrumentation person of the year. Some day we will call this the Bill McBroome award. With over 30 years of experience, Bill is truly a master of his craft. With an abundance of knowledge when it comes to all things Bill can troubleshoot, repair motors, generators, VFD's, PLC's, radio communications, etc, he has even taught a lot of people in this room in the class he does through CWEA every year.

While upgrading a sewer lift station, James will give Bill the plans from the contractor, and tell him, "Go make sure what they are planning will work", or while doing a water tank upgrade and Bill goes up and transfers our main PLC/ATS cabinet to a different location. Bill went up there, disconnected and reinstalled all the high and low voltage power to the new cabinet. The District has SCADA integrators to help integrate the new tank's SCADA controls to the existing system and Bill was the one holding THEIR hand throughout the process. Telling them what would and wouldn't work and helping them integrate. He's been troubleshooting a 4/20 mA signal coming from Humboldt Bay and he speaks a language that most of us simply do not speak.

The District has a solar Microgrid at the Wastewater treatment Plant, and he knows more about how all that works than the rest of our crew put together. He communicates with the proprietor on what doesn't work, and how it needs to change. The project comes with maintenance tech coming out to inspect the inverters and all the moving parts, and Bill shadowed him for an hour, and rendered the person obsolete. Bill knew more about the inverters than the tech did.

One of our Turbo blowers at the treatment plant failed, and Bill troubleshot what happened and got a new drive sent out. Then, the new blower was running incorrectly, Bill knew there was a simple programming error. Despite that, Bill took the time to teach the next generation. He spent the time and explained to staff what his theory was and then showed them how to test the mA signal coming in, and out of the blower. Staff had to look at single line drawings, identify which wires they were, where they were supposed to land; hook up a meter in series and see if the blower was getting the command speed, and if it was running at the speed commanded. It was found that a simple programming error that the blower guy spent 5 minutes changing.

It's hard to list out all the things Bill does for the District, and to quantify how much money he saves the McKinleyville ratepayers would be insane. From tapping into power sources at stations to install charging stations for electrical vehicles, everyday troubleshooting, and his

willingness to pass knowledge on to the next generation make it an easy call, again, to announce Bill McBroome as this years Electrical Instrumentation Person of the Year.

Supervisor of the Year

James Henry

This year we would like to recognize James Henry as the Supervisor of the Year. With more than 30 years of experience at MCSD, James has raised the standard of excellence in the area. Starting as a seasonal laborer, James worked his way to Operations Director at MCSD. His many jobs at the district include being the Chief Plant Operator for the wastewater treatment plant, safety officer, and Lead operator for all drinking water operations. James does the state reporting for wastewater treatment, recycled water, bacteria sampling, drinking water distribution and much more. I don't even know a fraction of the reporting he does, and I know all these reports are very large, important, and time consuming. On top of all the reporting he does, James works alongside the General Manager, Pat Kaspari, on project management for countless projects. MCSD, in the past couple years has had a lift station upgrade, water/sewer mainline replacement, generator upgrades at several stations, a 4.5 MG water tank, a BMX park, and a full communications/PLC integration. The projects that are in the works and ongoing include rehabilitation of our biggest sewer station, another water tank site upgrade, highway undercrossing for water and sewer mains, a new office for the operations staff and replacement of the entire water distribution and sewer collection system. James has been involved, and present for all the construction and inspection phases of all these projects, all while he maintains his requirements of reporting, and safety of the operators.

James is also at the forefront of the culture of the district. He was a part of hiring all the current operators and maintenance employees, as well as hiring panels for almost every other district employee. James has carefully created a very balanced, highly skilled crew that gets along extremely well. The culture of a crew greatly reflects its leaders, and MCSD is among the best places to work. We have a culture of production, skills, and respect, while being a very fun place to work. James allows his crew to grow and learn and lets his employees take on new tasks and skills to build their contributions to the district as a whole. He looks for ways to save money on jobs and projects to limit costs past down to ratepayers and even will talk to a plumber sternly if they try to take advantage of a customer under his watch.

James has also served as the CWEA president, vice president, and every job for CWEA for 20 years. He somehow manages to fit that into his time, and at times, was part of a very small group of people that have kept this program going. Great job James

McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **ACTION**

ITEM: E.3 **Consider Award of Construction for Highway Sewer Crossing Project to Wahlund Construction for $2,579,080**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that Board review the information, discuss, take public comment and find Wahlund Construction the lowest priced, most responsive and responsible bidder, and authorize the General Manager to execute a contract and associated documents to complete the Highway Sewer Crossing Retrofit Project in the amount of $2,579,080.00 with a 10% contingency of $257,908.00 for a total contract approval of $2,836,988.

Discussion:

As the Board is aware, the District has been working on Highway Sewer Crossing Retrofit Project (Project) since well before the original grant applications were submitted in 2018. The Project as originally proposed would replace three existing gravity sewer lines in McKinleyville, which cross under U.S. 101, with pipes that are more resilient to damage in a major earthquake and with a slightly larger capacity to handle larger storm event flows than the existing pipes. The first phase of the project was funded by a Hazard Mitigation Grant from the Federal Emergency Management Agency (FEMA). Unfortunately, the Staff cuts at FEMA left insufficient personnel to process the requested grant extension to allow for the construction of all three crossings. Given the loss of $5M in grant funding, the District can now only afford to install the most critical crossings, the Middle crossing at Thiel Avenue and the southernmost crossing that flows to the Fischer Lift Station. The proposed rehabilitation method for the sewer is to put in parallel sewer mains via horizontal auger bores, consisting of fusible PVC or HDPE carrier pipes within steel casings.

The project went out to bid on July 6, 2026 and bids were due back on August 10, 2026 at 10:00 AM. Four bids were received by the due date and time; one from McCullough Construction, one from Wahlund Construction, one from GR Sundberg, Inc. (GRS), and one from Mercer Fraser, Inc. The four bids ranged from $2,287,301.32 to $4,851,839.00. Wahlund Construction subsequently filed a bid protest. Wahlund's protest claimed that the apparent low bid from McCullough was nonresponsive because it did not include the required Qualifications Statements for geotechnical instrumentation and monitoring, horizontal auger boring, or carrier pipe

installation. The Bid Documents were unclear on the qualifications required to be submitted with the bids and therefore this Board rejected all bids at the October 7, 2026 regular Board Meeting. The Bid documents were revised and the project went back out to bid on October 12, 2026. Bids were due back on November 6th at 10:00. Three bids were received, one from McCullough Construction, one from GR Sundberg, Inc. (GRS), and one from Wahlund Construction. **Attachment 1** contains the detailed bid tabulation, but the bids were close, at:

- Wahlund Construction. = $2,579,080.00
- McCullough = $2,955,796.42
- GR Sundberg, Inc. = $3,239,505.00

The Engineer's Estimate for this project was $2.5M. A portion of the Wahlund bid is included as **Attachment 2**. GHD and the District have reviewed the responsiveness and responsibility of the bid and has recommended the award to Wahlund. The GHD memo is included as **Attachment 1**.

Alternatives:

Staff analysis consists of the following potential alternative to the Project

- Take No Action

Fiscal Analysis:

The initial design and permitting for this Project was funded by a Hazard Mitigation Grant. Unfortunately, the grant was not extended, and the grant was closed out on March 22, 2026. The final construction will be funded in part with the remaining 2021B Wastewater Certificates of Participation (COPs) in the amount of $2.3M. The remainder will be funded through the sale of the new COP issuance finalized in July of 2026.

Environmental Requirements:

The Board approved the required CEQA documents and actions at the May 6th, 2026 Board meeting and Staff filed the Notice of Determination on May 7th, 2026. The required Coastal Development Permit was also approved by Humboldt County on August 27, 2025. All other necessary encroachment permits have also been filed with Humboldt County and CalTrans. The Contractor will be responsible for filing an NPDES permit and completing the encroachment permits with Humboldt County and CalTrans.

Exhibits/Attachments:

- Attachment 1 – GHD Bid Award Memo with Bid Tabulation
- Attachment 2 – Wahlund Bid Document

Memorandum

November 23, 2026

To	McKinleyville Community Services District		
Copy to	Luke Halonen, Steve Allen		
From	Patrick Sullivan	**Tel**	+1 707 267-2238
Subject	Highway Sewer Crossing Retrofit – Recommendation to Award	**Project no.**	12669030

1. Bid Opening

The McKinleyville Community Services District (MCSD) opened bids for the Highway Sewer Crossing Retrofit Project on November 6, 2026. The District received bids from three bidders, which are summarized in the table below:

Bidder	Total Bid
GR Sundberg, Inc.	$3,239,505.00
Wahlund Construction, Inc.	**$2,579,080.00**
McCullough Construction, Inc.	$2,955,796.42

The Total Bid listed above was the basis for determining the lowest bid as stated in the bid forms. Wahlund Construction, Inc. (Wahlund) is the apparent low bidder based on the bids received. As stated in the Bidding Requirements, the basis for contract award is the lowest, responsive, responsible, qualified bidder. “Responsive” refers to the “bid” while “responsible/qualified” refers to the “bidder”.

No bid protests have been received following bid opening.

2. Review of Bids

All bids were reviewed and are summarized in the Bid Proposal Review Checklists and Bid Qualifications Review which are attached to this memorandum as supporting documentation. The following discusses the review of the bid for the apparent low bidder.

In considering whether a bid is “responsive”, GHD evaluated whether the bid appropriately met the relevant requirements of the bidding documents including proper completion and submission of appropriate forms. GHD confirmed that all required bid forms provided by Wahlund were complete. If there were any irregularities identified in the bid, GHD would consider whether the irregularity in the bid may have given the bidder a material advantage or benefit not enjoyed by other bidders. Upon review of the bid submitted by Wahlund, GHD found that no irregularities were identified resulting in a material advantage.

Regarding whether a bidder is “responsible”, GHD checked the Department of Consumer Affairs Contractors State License Board and determined Wahlund has the appropriate active license as do the subcontractors listed in their bid. In addition, GHD checked the State Department of Industrial Relations (DIR) Division of Labor Standards Enforcement website and determined Wahlund and their listed subcontractors have active DIR registrations. Lastly, GHD also checked relevant references and verified that Wahlund is not currently disbarred

from public bidding. GHD also performed a summary review of the bidders submitted qualifications to determined if bid appropriately met the relevant qualifications of the bidding documents. Based on this review, Wahlund is deemed responsible.

GHD identified three minor discrepancies in the qualifications submitted by Wahlund. For the Surveyor, the submittal listed three recent tunneling projects rather than five and did not describe the survey methods used. However, the listed experience demonstrates relevant tunneling survey experience, and the required survey methods are standard professional practices within the Surveyor's area of responsibility. For the Tunnel Engineer, five qualifying projects and 36 years of relevant experience were provided, but the dates of the individual projects were not specified. In addition, the same Surveyor and Tunnel Engineer were proposed by the second-low bidder, such that these documentation discrepancies are not unique to Wahlund's proposed team. For the Project Superintendent, the experience records demonstrate more than the required years of experience and identifies projects meeting the specified carrier-pipe lengths, diameters, and materials. Although two of the three same-material projects were completed while serving as grout operator rather than superintendent, that work represents directly relevant field experience with the specified construction. Taken together, these items are considered minor qualification-documentation discrepancies that do not materially diminish the demonstrated experience of Wahlund's bid or provide Wahlund with a material competitive advantage. These items do not change GHD's determination that Wahlund is deemed responsible.

3. Recommendation and Next Steps

Wahlund is the apparent low bidder and our review of the bids indicates that Wahlund meets the criteria for both responsive and responsible. Therefore, GHD recommends the District award the Highway Sewer Crossing Retrofit to Wahlund Construction, Inc. in the amount of $2,579,080.00.

For any questions or clarifications, please contact GHD.

Regards



Patrick Sullivan
Project Manager

Attachment 1

Bid Proposal Review Checklists and Bid Qualifications Review

McKinleyville Community Services District
Highway Sewer Crossing Retrofit

BID PROPOSAL REVIEW CHECKLIST

Wahlund Construction Inc.

No	Item	Checked	Checked By	Note
				Bidders Checklist
1	Bid Proposal (Bid & Bid Schedule)	X	LDH	Complete and sealed
2	Acknowledgement of Addenda	X	LDH	Provided
3	List of Subcontractors	X	LDH	Provided
4	Bid Bond	X	LDH	Signed and notarized
5	Authority to Sign Bid Proposal	X	LDH	Provided and notarized
6	Power of Attorney	X	LDH	Provided and notarized
7	Non-Collusion Affidavit	X	LDH	Signed
8	Workers Compensation Certification	X	LDH	Signed
9	Anti-Lobbying Certification	X	LDH	Provided
10	Davis Bacon Requirements	X	LDH	Provided
11	Davis Bacon and California Prevailing Wage Determinations	X	LDH	Provided
12	Qualifications Statement - Geotech Instrumentation	X	LDH	Qualifications and experience provided [1]
13	Qualifications Statement - HAB	X	LDH	Qualifications and experience provided [1]
14	Qualifications Statement - Carrier Pipe Installation	X	LDH	Qualifications and experience provided [1]
				Other Checks
15	Bid prices	X	LDH	Sum of individual bid items matches total
16	License Verification - Contractor and Subs	X	LDH	Status: Current and adtive
17	DIR Verification - Contractor and Subs	X	LDH	Status: DIR Approved
18	Disbarment - Contractor and Subs	X	LDH	Not disbarred

[1] See supplemental Bid Qualifications Review table for qualifaction details.

McKinleyville Community Services District
Highway Sewer Crossing Retrofit

BID PROPOSAL REVIEW CHECKLIST

McCullough Construction Inc.

No	Item	Checked	Checked By	Note
				Bidders Checklist
1	Bid Proposal (Bid & Bid Schedule)	X	LDH	Complete and sealed
2	Acknowledgement of Addenda	X	LDH	Provided
3	List of Subcontractors	X	LDH	Provided
4	Bid Bond	X	LDH	Signed and notarized
5	Authority to Sign Bid Proposal	X	LDH	Provided and notarized
6	Power of Attorney	X	LDH	Provided and notarized
7	Non-Collusion Affidavit	X	LDH	Signed and notarized
8	Workers Compensation Certification	X	LDH	Signed and notarized
9	Anti-Lobbying Certification	X	LDH	Signed
10	Davis Bacon Requirements	X	LDH	Signed
11	Davis Bacon and California Prevailing Wage Determinations	X	LDH	Signed
12	Qualifications Statement - Geotech Instrumentation	X	LDH	Qualifications and experience provided [1]
13	Qualifications Statement - HAB	X	LDH	Qualifications and experience provided [1]
14	Qualifications Statement - Carrier Pipe Installation	X	LDH	Qualifications and experience provided [1]
				Other Checks
15	Bid prices	X	LDH	Sum of individual bid items is $6.01 greater than total.
16	License Verification - Contractor and Subs	X	LDH	Status: Current and adtive
17	DIR Verification - Contractor and Subs	X	LDH	Status: DIR Approved
18	Disbarment - Contractor and Subs	X	LDH	Not disbarred

[1] See supplemental Bid Qualifications Review table for qualifaction details.

McKinleyville Community Services District
Highway Sewer Crossing Retrofit

BID PROPOSAL REVIEW CHECKLIST

GR Sundberg Inc.

No	Item	Checked	Checked By	Note
				Bidders Checklist
1	Bid Proposal (Bid & Bid Schedule)	X	LDH	Complete and sealed
2	Acknowledgement of Addenda	X	LDH	Provided
3	List of Subcontractors	X	LDH	Provided
4	Bid Bond	X	LDH	Provided and notarized
5	Authority to Sign Bid Proposal	X	LDH	Listed as N/A. Documents are signed by President
6	Power of Attorney	X	LDH	Provided and notarized
7	Non-Collusion Affidavit	X	LDH	Signed
8	Workers Compensation Certification	X	LDH	Signed
9	Anti-Lobbying Certification	X	LDH	Provided
10	Davis Bacon Requirements	X	LDH	Provided
11	Davis Bacon and California Prevailing Wage Determinations	X	LDH	First page provided
12	Qualifications Statement - Geotech Instrumentation	X	LDH	No qualifactions provided [1]
13	Qualifications Statement - HAB	X	LDH	Qualifications and experience provided [1]
14	Qualifications Statement - Carrier Pipe Installation	X	LDH	Qualifications and experience provided [1]
				Other Checks
15	Bid prices	X	LDH	Sum of individual bid items matches total
16	License Verification - Contractor and Subs	X	LDH	Status: Current and adtive
17	DIR Verification - Contractor and Subs	X	LDH	Status: DIR Approved
18	Disbarment - Contractor and Subs	X	LDH	Not disbarred

[1] See supplemental Bid Qualifications Review table for qualifaction details.

McKinleyville Community Services District
Highway Sewer Crossing Retrofit

BID QUALIFICATIONS REVIEW

Bidder	Wahlund Construction, Inc.	McCullough Construction, Inc.	GR Sundberg, Inc.
Bid Details	Total of Bid: **$2,579,080.00**	Total of Bid: **$2,955,802.43**	Total of Bid: **$3,239,505.00**
List of Subcontractors	Golden State Boring - HAB, Carrier Pipe Installation Municon - Geotech Instrumentation (Settlement Monitoring) H&R Underground - Manhole Rehab Corrosion Protection Solutions - Cathodic Protection Sak Construction - Temporary Bypass Pumping Points West Surveying Co - Surveying	Corrosion Protection Solutions - Cathodic Protection Sak Construction, LLC - Temporary Bypass Pumping Phoenix Boring - HAB (Casing Install and Grouting) Underground Solutions - Supply and Fuse Carrier Pipe Municon - Settlement Monitoring Kernen Construction - Paving Pipe Jacking Trenchless Inc. - Carrier Pipe Installation, Casing Installation, Annular Grouting Installation Points West Surveying Co - Surveying & Staking	H&R Plumbing and Drain - Manhole Rehab PSC Primoris - HAB, Carrier Pipe Install Points West Surveying Co - Staking, Ground Monitoring (Partial)
Qualification Statement: Geotechnical Instrumentation and Monitoring 31 09 13 Part 1.7	Municon **Requirements Fully Met:** A.1. Geotechnical Instrumentation Specialist: - (2) projects if similar scope and a California PE: (5) for PG, with (3) for California PE sub to Municon A.2. Surveyor: - California PLS with (5) years experience: PLS sub to Municon with 26 years, and Points West with 25 years A.3. Technicians - (2) years experience with geotechnical instruments: 6 years A.4. Drillers: - (4) years expereince: 8 years **Requirements Partially Met:** None. **Requirements Not Met:** None.	Municon *Qualification statement and experience documentation is identical to Wahlund.*	No qualifications provided.

Bidder	Wahlund Construction, Inc.	McCullough Construction, Inc.	GR Sundberg, Inc.
Qualifications Statement: Horizontal Auger Boring (HAB) 33 05 07.22 Part 1.6	Golden State Boring **Requirements Fully Met:** A.1. HAB Contractor: - Over (10) years experience at company level: Since 1993 - (5) projects within 2-4' OD casing 30-42" - (5) projects with min 300' bore: (5) with min ranging 363-420' - Similar ground conditions: silt, sand, clay, alluvium A.2. HAB Tunneling Superintendent: - Over (5) years experience: 15 years - Similar ground conditions: clays, sand, silt. A.3. HAB Operator: - Over (3) years experience: 20 years - (5) projects within 2-4' OD casing: 30-42" - Similar ground conditions: clays, sand, silt **Requirements Partially Met:** A.4. Tunnel Engineer: *Same as McCullough* - Design calculations for (5) projects within (5) years: (5) projects listed but no dates specified, then lists 36 years experience A.5. Surveyor: *Same as McCullough* - (5) tunneling projects within (5) years: Lists (3) projects - Survey methods experience: Not specified **Requirements Not Met:** None.	Pipe Jacking Trenchless (Parent: Primoris Services Corp) **Requirements Fully Met:** A.1. HAB Contractor: - Over (10) years experience at company level: 30 years - (5) projects within 2-4' OD casing: (5) - (5) projects with min 300' bore: (6) with min ranging 350-1090' - Similar ground conditions: clays, sand, silt, alluvial A.2. HAB Tunneling Superintendent: - Over (5) years experience: since 2018 - Similar ground conditions: clays, sand, silt, alluvial A.3. HAB Operator: - Over (3) years experience: 12 years - (5) projects within 2-4' OD casing: 24-48" - Similar ground conditions: clays, sand, silt, alluvial A.4. Tunnel Engineer: *Same as Wahlund* - Design calculations for (5) projects within (5) years: (5) projects listed but no dates specified, with reference calc packages for 2024 Lewis, 2025 Hwy 50, 2024 Lammars (not same as (5) projects listed) **Requirements Partially Met:** A.5. Surveyor: *Same as Wahlund* - (5) tunneling projects within (5) years: Not specified - Survey methods experience: Not specified Listed surveyor in subconsultat list only but did not submit any no quals Counting this as partly met based on quals submitted via Wahlund's bid. **Requirements Not Met:** None.	Pipe Jacking Trenchless (Parent: Primoris Services Corp) *Qualification statement and experience documentation is identical to McCullough, but does not contain supporting documentation provided in McCullough's bid.*

Bidder	Wahlund Construction, Inc.	McCullough Construction, Inc.	GR Sundberg, Inc.
Qualification Statement: Carrier Pipe Installation 33 05 07.23 Part 1.7	Golden State Boring **Requirements Fully Met:** A.1. Contractor: - (5) projects with 8-24" carrier pipe: 12-21" - (5) projects with same carrier pipe material as project: (5) HDPE - (1) project with min 250' carrier pipe: 400' A.3. Group Pump Operator: - (5) years experience: since 1993 - (5) projects with min 250' carrier pipe: 256-550' - (2) projects with 8-24" carrier pipe: 12-24" - (2) projects with same carrier pipe material: (2) HDPE - (1) project longer than this project: 540' - Operated equipment like this project: 20 years experience **Requirements Partially Met:** A.2. Project Superintendent: - (5) years experience: since 1993 - (5) projects with min 250' carrier pipe: 256-550' - (2) projects with 8-24" carrier pipe: 12-21" - (3) projects with same carrier pipe material as superintendent: (1) as super, remaining (2) as grout operator (A.3 above). A.4. Surveyor: - Same as HAB. **Requirements Not Met:** None.	Pipe Jacking Trenchless (Parent: Primoris Services Corp) **Requirements Fully Met:** A.1. Contractor: - (5) projects with 8-24" carrier pipe - (5) projects with same carrier pipe material as project - (1) project with min 250' carrier pipe **Requirements Partially Met:** A.2. Project Superintendent: - (5) years experience: since 2021 - (5) projects with min 250' carrier pipe: 254-1056', but no info if this is for the same pipe size or material - (2) projects with 8-24" carrier pipe: no carrier pipe info provided - (3) projects with same carrier pipe material as superintendent: no carrier pipe info provided A.3. Group Pump Operator: - (5) years experience: since 2022 - (5) projects with min 250' carrier pipe: 306-524', but no info if this is for the same pipe size or material - (2) projects with 8-24" carrier pipe: no carrier pipe info provided - (2) projects with same carrier pipe material: no carrier pipe info provided - (1) project longer than this project: 524', but no info if this is for the same pipe size or material - Operated equipment like this project: Not specified A.4. Surveyor: - Same as HAB. **Requirements Not Met:** None.	Pipe Jacking Trenchless (Parent: Primoris Services Corp) *Qualification statement and experience documentation is identical to McCullough, but does not contain supporting documentation provided in McCullough's bid.*

Bid Tabulations

Client McKinleyville Community Services District
Project Highway Sewer Crossing Retrofit
Date 11/6/2026

Contractor				Engineer's Estimate		GR Sundberg, Inc.		Wahlund Construction, Inc.		McCullough Construction, Inc.	
BID SCHEDULE – MAJOR EQUIPMENT MOBILIZATION/DEMOBILIZATION											
Item No.	**Description**	**Unit**	**Qty**	**Unit Cost**	**Total Cost**	**Unit Cost**	**Total Cost**	**Unit Cost**	**Total Cost**	**Unit Cost**	**Total Cost**
1.01	Major Equipment Mobilization/Demobilization	LS	1	$ 300,000.00	$ 300,000.00	$ 350,000.00	$ 350,000.00	$ 80,000.00	$ 80,000.00	$ 211,103.22	$ 211,103.22
BASE BID SCHEDULE – MIDDLE CROSSING											
Item No.	**Description**	**Unit**	**Qty**	**Unit Cost**	**Total Cost**	**Unit Cost**	**Total Cost**	**Unit Cost**	**Total Cost**	**Unit Cost**	**Total Cost**
2.01	Work Area Mobilization/Demobilization	LS	1	$ 178,500.00	$ 178,500.00	$ 80,000.00	$ 80,000.00	$ 75,000.00	$ 75,000.00	$ 58,451.61	$ 58,451.61
2.02	Construction Staking	LS	1	$ 33,600.00	$ 33,600.00	$ 40,000.00	$ 40,000.00	$ 29,000.00	$ 29,000.00	$ 27,000.00	$ 27,000.00
2.03	Traffic Control	LS	1	$ 36,750.00	$ 36,750.00	$ 20,000.00	$ 20,000.00	$ 15,000.00	$ 15,000.00	$ 50,100.00	$ 50,100.00
2.04	Erosion and Sediment Controls	LS	1	$ 36,750.00	$ 36,750.00	$ 65,000.00	$ 65,000.00	$ 30,000.00	$ 30,000.00	$ 4,320.00	$ 4,320.00
2.05	Potholing	LS	1	$ 26,250.00	$ 26,250.00	$ 30,000.00	$ 30,000.00	$ 6,000.00	$ 6,000.00	$ 7,284.00	$ 7,284.00
2.06	Demolition	LS	1	$ 52,174.50	$ 52,174.50	$ 18,000.00	$ 18,000.00	$ 15,000.00	$ 15,000.00	$ 57,190.83	$ 57,190.83
2.07	Temporary Bypass Pumping	LS	1	$ 42,000.00	$ 42,000.00	$ 65,000.00	$ 65,000.00	$ 225,000.00	$ 225,000.00	$ 299,377.11	$ 299,377.11
2.08	Dewatering	LS	1	$ 26,250.00	$ 26,250.00	$ 60,000.00	$ 60,000.00	$ 15,000.00	$ 15,000.00	$ 21,305.00	$ 21,305.00
2.09	Middle Sewer Crossing via HAB – 12-inch Carrier Pipe in Steel Casing	LS	1	$ 1,133,360.34	$ 1,133,360.34	$ 640,000.00	$ 640,000.00	$ 550,000.00	$ 550,000.00	$ 678,519.66	$ 678,519.66
2.10	Sewer Manhole 60-inch Diameter (MH5-2-1 and MH5-4-1)	EA	2	$ 46,200.00	$ 92,400.00	$ 45,000.00	$ 90,000.00	$ 20,000.00	$ 40,000.00	$ 47,241.99	$ 94,483.98
2.11	Sewer Manhole 72-inch Diameter (MH5-4-2)	EA	1	$ 52,500.00	$ 52,500.00	$ 50,000.00	$ 50,000.00	$ 22,000.00	$ 22,000.00	$ 24,410.50	$ 24,410.50
2.12	Sewer Main 10-inch PVC	LF	19	$ 315.00	$ 5,985.00	$ 1,055.00	$ 20,045.00	$ 800.00	$ 15,200.00	$ 1,033.49	$ 19,636.31
2.13	Sewer Main 12-inch PVC	LF	8	$ 336.00	$ 2,688.00	$ 1,055.00	$ 8,440.00	$ 810.00	$ 6,480.00	$ 1,203.78	$ 9,630.24
2.14	Connect to Existing Sewer Main	EA	2	$ 2,625.00	$ 5,250.00	$ 10,000.00	$ 20,000.00	$ 3,000.00	$ 6,000.00	$ 574.50	$ 1,149.00
2.15	Connect to Existing Sewer Manhole and Rechannel (MH5-2)	EA	1	$ 2,625.00	$ 2,625.00	$ 4,500.00	$ 4,500.00	$ 4,000.00	$ 4,000.00	$ 2,634.85	$ 2,634.85
2.16	Existing 48-inch Sewer Manhole Rehabilitation (MH5-2, MH5-3)	EA	2	$ 16,800.00	$ 33,600.00	$ 8,500.00	$ 17,000.00	$ 14,000.00	$ 28,000.00	$ 10,000.00	$ 20,000.00
2.17	New Sewer Manhole Interior Coating (MH5-2-1, MH5-4-1, and MH5-4-2)	EA	3	$ 18,900.00	$ 56,700.00	$ 12,000.00	$ 36,000.00	$ 13,000.00	$ 39,000.00	$ 950.00	$ 2,850.00
2.18	Final Paving, Curb and Gutter Replacement on Thiel Avenue	LS	1	$ 17,955.00	$ 17,955.00	$ 35,000.00	$ 35,000.00	$ 20,000.00	$ 20,000.00	$ 24,656.00	$ 24,656.00
2.19	Settlement Monitoring	LS	1	$ 31,500.00	$ 31,500.00	$ 190,000.00	$ 190,000.00	$ 90,000.00	$ 90,000.00	$ 127,000.00	$ 127,000.00
2.20	Replace Fence	LS	1	$ 10,500.00	$ 10,500.00	$ 6,500.00	$ 6,500.00	$ 4,000.00	$ 4,000.00	$ 1,104.00	$ 1,104.00
2.21	Landscape Restoration	LS	1	$ 10,500.00	$ 10,500.00	$ 7,000.00	$ 7,000.00	$ 24,000.00	$ 24,000.00	$ 3,500.00	$ 3,500.00
	MIDDLE CROSSING SUBTOTAL				$ 1,887,837.84		$ 1,502,485.00		$ 1,258,680.00		$ 1,534,603.09
BID SCHEDULE – SOUTH CROSSING											
Item No.	**Description**	**Unit**	**Qty**	**Unit Cost**	**Total Cost**	**Unit Cost**	**Total Cost**	**Unit Cost**	**Total Cost**	**Unit Cost**	**Total Cost**
3.01	Work Area Mobilization/Demobilization	LS	1	$ 196,350.00	$ 196,350.00	$ 50,000.00	$ 50,000.00	$ 140,000.00	$ 140,000.00	$ 55,757.61	$ 55,757.61
3.02	Construction Staking	LS	1	$ 33,600.00	$ 33,600.00	$ 40,000.00	$ 40,000.00	$ 29,000.00	$ 29,000.00	$ 27,000.00	$ 27,000.00
3.03	Traffic Control	LS	1	$ 36,750.00	$ 36,750.00	$ 10,000.00	$ 10,000.00	$ 11,000.00	$ 11,000.00	$ 3,840.00	$ 3,840.00
3.04	Erosion and Sediment Controls	LS	1	$ 36,750.00	$ 36,750.00	$ 45,000.00	$ 45,000.00	$ 25,000.00	$ 25,000.00	$ 4,050.00	$ 4,050.00
3.05	NOT USED		0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
3.06	Potholing	LS	1	$ 26,250.00	$ 26,250.00	$ 30,000.00	$ 30,000.00	$ 4,000.00	$ 4,000.00	$ 4,856.00	$ 4,856.00
3.07	Demolition	LS	1	$ 43,732.50	$ 43,732.50	$ 24,000.00	$ 24,000.00	$ 10,000.00	$ 10,000.00	$ 30,106.36	$ 30,106.36
3.08	Temporary Bypass Pumping	LS	1	$ 42,000.00	$ 42,000.00	$ 50,000.00	$ 50,000.00	$ 170,000.00	$ 170,000.00	$ 166,195.81	$ 166,195.81
3.09	Dewatering	LS	1	$ 26,250.00	$ 26,250.00	$ 100,000.00	$ 100,000.00	$ 10,000.00	$ 10,000.00	$ 43,965.00	$ 43,965.00
3.10	South Sewer Crossing via HAB – 18-inch Carrier Pipe in Steel Casing	LS	1	$ 992,633.64	$ 992,633.64	$ 575,000.00	$ 575,000.00	$ 510,000.00	$ 510,000.00	$ 583,600.40	$ 583,600.40
3.11	Steel Casing Cathodic Protection	LS	1	$ 26,250.00	$ 26,250.00	$ 30,000.00	$ 30,000.00	$ 40,000.00	$ 40,000.00	$ 34,760.00	$ 34,760.00
3.12	Sewer Manhole 60-inch Diameter (MH3-9-1, MH3-10-1, and MH3-10-2)	EA	3	$ 46,200.00	$ 138,600.00	$ 45,000.00	$ 135,000.00	$ 25,000.00	$ 75,000.00	$ 29,824.78	$ 89,474.34
3.13	Sewer Main 15-inch PVC	LF	43	$ 378.00	$ 16,254.00	$ 480.00	$ 20,640.00	$ 800.00	$ 34,400.00	$ 318.11	$ 13,678.73
3.14	Sewer Main 18-inch PVC	LF	6	$ 420.00	$ 2,520.00	$ 480.00	$ 2,880.00	$ 1,000.00	$ 6,000.00	$ 941.42	$ 5,648.52
3.15	Connect to Existing Sewer Main	EA	1	$ 2,625.00	$ 2,625.00	$ 9,500.00	$ 9,500.00	$ 3,000.00	$ 3,000.00	$ 574.50	$ 574.50
3.16	Connect to Existing Manhole and Rechannel (MH3-9)	EA	1	$ 2,625.00	$ 2,625.00	$ 4,500.00	$ 4,500.00	$ 5,000.00	$ 5,000.00	$ 2,634.85	$ 2,634.85
3.17	Existing Sewer Manhole Rehabilitation (MH3-9)	EA	1	$ 16,800.00	$ 16,800.00	$ 8,500.00	$ 8,500.00	$ 20,000.00	$ 20,000.00	$ 10,000.00	$ 10,000.00
3.18	New Sewer Manhole Interior Coating (MH3-9-1, MH3-10-1, and MH3-10-2)	EA	3	$ 18,900.00	$ 56,700.00	$ 12,000.00	$ 36,000.00	$ 12,000.00	$ 36,000.00	$ 950.00	$ 2,850.00
3.19	Settlement Monitoring	LS	1	$ 31,500.00	$ 31,500.00	$ 190,000.00	$ 190,000.00	$ 90,000.00	$ 90,000.00	$ 127,000.00	$ 127,000.00
3.20	Replace Fence	LS	1	$ 10,500.00	$ 10,500.00	$ 6,000.00	$ 6,000.00	$ 2,000.00	$ 2,000.00	$ 1,104.00	$ 1,104.00
3.21	Landscape Restoration	LS	1	$ 10,500.00	$ 10,500.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 20,000.00	$ 3,000.00	$ 3,000.00
	SOUTH CROSSING SUBTOTAL				$ 1,749,190.14		$ 1,387,020.00		$ 1,240,400.00		$ 1,210,096.12
	TOTAL OF BID				**$ 3,937,027.98**		**$ 3,239,505.00**		**$ 2,579,080.00**		**$ 2,955,802.43**

Wahlund Construction, Inc.
PO Box 6486
Eureka, CA 95502
DIR Registration No: 1000006404
CA Contractors Lic. No: 678993

RECEIVED
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McK. C.S.D.
9:52 AM

BID FOR:
McKinleyville Community Services District
Highway Sewer Crossing Retrofit

McKinleyville Community Services District
1656 Sutter Road
PO Box 2037
McKinleyville, CA 95519

BIDDERS' CHECKLIST

This checklist has been prepared and furnished to aid bidders in including all necessary supporting information with their bid. Bidders' submittals should include, but are not limited to the following:

ITEM		CHECKED
1.	Bid Proposal	✓
2.	Acknowledgement of Addenda	✓
3.	List of Subcontractors (Subcontractor Details)	✓
4.	Bid Bond	✓
5.	Authority to Sign Bid Proposal (if applicable)	✓
6.	Power of Attorney	✓
7.	Non-Collusion Affidavit	✓
8.	Workers Compensation Certification	✓
9.	Anti-Lobbying Certification	✓
10.	Davis Bacon Requirements	✓
11.	Davis Bacon and California Prevailing Wage Determinations	✓
12.	Qualifications Statement that meets the requirements of Specification 31 09 13, Geotechnical Instrumentation and Monitoring, Part 1.8.F	✓
13.	Qualifications Statement that meets the requirements of Specification 33 05 07.22, Horizontal Auger Boring, Part 1.7.E	✓
14.	Qualifications Statement that meets the requirements of, and includes the documentation listed in, Specification 33 05 07.23, Carrier Pipe Installation, Part 1.8.E	✓

BID

Proposal of Wahlund Construction, Inc.
(hereinafter called "Bidder"), organized and existing under the laws of the State of California,

doing business as a corporation*.

To the McKinleyville Community Services District, (hereinafter called "Owner").

In compliance with your Advertisement for Bids, Bidder hereby proposes to perform all Work for the Highway Sewer Crossing Retrofit in strict accordance with the Contract Documents, within the time set forth therein, and at the prices stated below.

In the event of a difference between a price quoted in words and a price quoted in figures for the same quotation, the words shall be the amount bid. In the event that the product of a unit price and an estimated quantity does not equal the extended amount quoted, the unit price shall govern and the corrected product of the unit price and the estimated quantity shall be deemed to be the amount bid. If the sum of two or more items in a bidding schedule does not equal the total amounts quoted, the individual items amounts shall govern and the corrected total shall be deemed to be the amount bid.

By submission of this bid, each Bidder certifies, and in the case of a joint bid, each party certifies as to its own organization, that the bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this bid with any other Bidder or with any competitor.

Bidder hereby agrees to commence Work under this Contract on or before a date to be specified in the Notice to Proceed and to fully complete the project and pay the liquidated damages as provided in Articles III and IV of the General Conditions.

*Insert "a corporation," "a partnership," or "an individual" as applicable.

BID PROPOSAL

Bidder agrees to perform all the Work described in the Contract Documents for the following prices. Bidder is advised to carefully review all sections of the Contract Documents to completely understand the Work and all constraints, including the schedule and material requirements.

The work under this Contract includes, but is not limited to, furnishing all labor, materials, equipment and incidentals necessary to complete the project. The Work consists of traffic control; stockpiling; miscellaneous demolition; potholing; construction staking; trenching, shoring, sheeting, and bracing; excavation and grading; temporary bypass pumping; demolition of existing manholes; installation of steel casing using trenchless construction methods; installation of new gravity sewer mains and sewer manholes; connections to existing facilities; rehabilitation existing sewer manholes; placement of subgrade materials; application of tack coat; placement and compaction of asphalt pavement; site cleanup; and all other Work required to complete the modifications as shown in the Contract Drawings and described in the Specifications.

The following tables have been provided for the Bidder's convenience to assist Bidder in quantifying the major components of the Work and shall in no way be interpreted to be comprehensive. The bid shall be comprehensive and shall include all work associated with the project, including all necessary labor, materials, equipment, supervision, sales tax, and all other applicable taxes and fees.

The Owner reserves the right to award one, any combination, or all of the Work Area Bid Schedules (Item 2. Middle Crossing, and Item 3. South Crossing) based on available funding. Each Work Area Bid Schedule constitutes an independent base scope of work capable of being awarded and constructed on a standalone basis.

Bid Item 1, Major Equipment Mobilization/Demobilization, will be awarded if any Work Area Bid Schedule is awarded.

Measurement and payment for all Work shall be governed by Section 01 15 00, Measurement and Payment.

Item 1. Major Equipment Mobilization/Demobilization Bid Schedule:

BID SCHEDULE – MAJOR EQUIPMENT MOBILIZATION/DEMOBILIZATION					
Item No.	Description	Unit	Qty	Unit Cost	Total Cost
1.01	Major Equipment Mobilization/Demobilization	LS	1	$80,000.00	$80,000.00

Item 2. Middle Crossing Bid Schedule:

BASE BID SCHEDULE – MIDDLE CROSSING					
Item No.	Description	Unit	Qty	Unit Cost	Total Cost
2.01	Work Area Mobilization/Demobilization	LS	1	$75,000.00	$75,000.00
2.02	Construction Staking	LS	1	$29,000.00	$29,000.00
2.03	Traffic Control	LS	1	$15,000.00	$15,000.00
2.04	Erosion and Sediment Controls	LS	1	$30,000.00	$30,000.00
2.05	Potholing	LS	1	$6,000.00	$6,000.00
2.06	Demolition	LS	1	$15,000.00	$15,000.00
2.07	Temporary Bypass Pumping	LS	1	$225,000.00	$225,000.00
2.08	Dewatering	LS	1	$15,000.00	$15,000.00
2.09	Middle Sewer Crossing via HAB – 12-inch Carrier Pipe in Steel Casing	LS	1	$550,000.00	$550,000.00
2.10	Sewer Manhole 60-inch Diameter (MH5-2-1 and MH5-4-1)	EA	2	$20,000.00	$40,000.00
2.11	Sewer Manhole 72-inch Diameter (MH5-4-2)	EA	1	$22,000.00	$22,000.00
2.12	Sewer Main 10-inch PVC	LF	19	$800.00	$15,200.00
2.13	Sewer Main 12-inch PVC	LF	8	$810.00	$6,480.00
2.14	Connect to Existing Sewer Main	EA	2	$3,000.00	$6,000.00
2.15	Connect to Existing Sewer Manhole and Rechannel (MH5-2)	EA	1	$4,000.00	$4,000.00

BASE BID SCHEDULE – MIDDLE CROSSING					
2.16	Existing 48-inch Sewer Manhole Rehabilitation (MH5-2, MH5-3)	EA	2	$14,000.00	$28,000.00
2.17	New Sewer Manhole Interior Coating (MH5-2-1, MH5-4-1, and MH5-4-2)	EA	3	$13,000.00	$39,000.00
2.18	Final Paving, Curb and Gutter Replacement on Thiel Avenue	LS	1	$20,000.00	$20,000.00
2.19	Settlement Monitoring	LS	1	$90,000.00	$90,000.00
2.20	Replace Fence	LS	1	$4,000.00	$4,000.00
2.21	Landscape Restoration	LS	1	$24,000.00	$24,000.00

MIDDLE CROSSING SUBTOTAL ($1,338,680.00)

MIDDLE CROSSING SUBTOTAL IN WORDS: One million three hundred thirty eight thousand six hundred eighty dollars and zero cents

Item 3. South Crossing Bid Schedule:

BID SCHEDULE – SOUTH CROSSING					
Item No.	Description	Unit	Qty	Unit Cost	Total Cost
3.01	Work Area Mobilization/Demobilization	LS	1	$140,000.00	$140,000.00
3.02	Construction Staking	LS	1	$29,000.00	$29,000.00
3.03	Traffic Control	LS	1	$11,000.00	$11,000.00
3.04	Erosion and Sediment Controls	LS	1	$25,000.00	$25,000.00
3.05	NOT USED				
3.06	Potholing	LS	1	$4,000.00	$4,000.00

BID SCHEDULE – SOUTH CROSSING					
3.07	Demolition	LS	1	$10,000.00	$10,000.00
3.08	Temporary Bypass Pumping	LS	1	$170,000.00	$170,000.00
3.09	Dewatering	LS	1	$10,000.00	$10,000.00
3.10	South Sewer Crossing via HAB – 18-inch Carrier Pipe in Steel Casing	LS	1	$510,000.00	$510,000.00
3.11	Steel Casing Cathodic Protection	LS	1	$40,000.00	$40,000.00
3.12	Sewer Manhole 60-inch Diameter (MH3-9-1, MH3-10-1, and MH3-10-2)	EA	3	$25,000.00	$75,000.00
3.13	Sewer Main 15-inch PVC	LF	43	$800.00	$34,400.00
3.14	Sewer Main 18-inch PVC	LF	6	$1,000.00	$6,000.00
3.15	Connect to Existing Sewer Main	EA	1	$3,000.00	$3,000.00
3.16	Connect to Existing Manhole and Rechannel (MH3-9)	EA	1	$5,000.00	$5,000.00
3.17	Existing Sewer Manhole Rehabilitation (MH3-9)	EA	1	$20,000.00	$20,000.00
3.18	New Sewer Manhole Interior Coating (MH3-9-1, MH3-10-1, and MH3-10-2)	EA	3	$12,000.00	$36,000.00
3.19	Settlement Monitoring	LS	1	$90,000.00	$90,000.00
3.20	Replace Fence	LS	1	$2,000.00	$2,000.00
3.21	Landscape Restoration	LS	1	$20,000.00	$20,000.00

SOUTH CROSSING SUBTOTAL ($1,240,400.00)

SOUTH CROSSING SUBTOTAL IN WORDS: One million two hundred forty thousand four hundred dollars and zero cents

The Total of Bid is the sum of all bid item subtotals, including Major Equipment Mobilization/ Demobilization and all Work Area Bid Schedules (Item 1. Major Equipment Mobilization/Demobilization Bid Schedule, Item 2. Middle Crossing Bid Schedule, Item 3. South Crossing Bid Schedule).

TOTAL OF BID ($ 2,579,080.00)

TOTAL OF BID IN WORDS: Two million five hundred seventy nine thousand eighty dollars and zero cents

The apparent low bidder shall be determined based on the Total of Bid.
Receipt of the following Addenda is acknowledged:

Addendum No. 1 10/20/2026

Addendum No. 2: 10/30/2026

The representations made herein are made under penalty of perjury.

Respectfully submitted:

Signature	11/06/2026 Date
V.P. of Operations Title	Wahlund Construction, Inc. Company

Street Address	City	State	ZIP
PO Box 6486	Eureka	CA	95502

(707)268-0150 Phone Number	ryan@wahlcon.com Email
678993 License Number	(SEAL - If Bid is by Corporation)
09/30/2028 License Expiration Date	
1000006404 DIR Registration Number	

UNANIMOUS CONSENT OF THE BOARD OF DIRECTORS OF WAHLUND CONSTRUCTION, INC., A CALIFORNIA CORPORATION

The undersigned, who constitute all of the directors of Wahlund Construction, Inc., a California corporation (the "Corporation"), do hereby waive notice of meeting and collectively agree to act by method of unanimous written consent pursuant to Section 307 of the California Corporations Code and adopt the following resolutions effective as of March 1, 2026.

RECITALS

A. WHEREAS, the Corporation intends to submit bids and proposals for public and private construction projects.

B. WHEREAS, certain bid instructions require execution under California Corporations Code section 313 or other proof that the signer can bind the Corporation.

C. WHEREAS, the Board finds it advisable to appoint an additional officer and authorize specified officers to execute bid proposals, bid bonds, non-collusion declarations, certifications, affidavits, and related bid documents.

NOW THEREFORE, the undersigned Directors of the Corporation consent to take the following action(s) recited herein.

RESOLUTION

RESOLVED, that the corporate officer positions are held as follows:

Kenneth Wahlund	Chief Executive Officer/President
Ryan Wahlund	Chief Financial Officer/Vice President
Jessica Wahlund	Secretary

RESOLVED FURTHER, that each of the following persons is authorized to prepare, sign, verify, certify, acknowledge, swear to, and deliver on behalf of the Corporation any bid proposal, quotation, request for proposals response, qualifications package, non-collusion declaration, contractor certification, bid bond as principal, indemnity agreement, consent, statement, affidavit, or related bid document: (i) the President; (ii) any Vice President; (iii) the Secretary; and (iv) the Chief Financial Officer.

RESOLVED FURTHER, that whenever a solicitation or counterparty requests execution in the manner contemplated by California Corporations Code section 313, the Corporation may execute the applicable instrument using any two officers occupying the required statutory officer categories, and the Secretary is authorized to certify the incumbency and authority of such officers.

RESOLVED FURTHER, that any officer authorized above may execute bid bonds, bond applications, indemnity agreements, and related surety or underwriting documents on behalf of the Corporation as principal, provided that any instrument requiring execution on behalf of the surety shall be executed only by the surety's duly appointed attorney-in-fact or other authorized representative.

RESOLVED FURTHER, that the authorized officers may insert or complete project-specific information, including project name, bid number, public entity, amount, date, signature blocks, acknowledgments, and notarial certificates, and may make non-material changes needed to conform a document to the applicable solicitation or form.

RESOLVED FURTHER, that all actions previously taken by any officer of the Corporation consistent with these resolutions are ratified, confirmed, and approved.

RESOLVED FURTHER, that each officer of the Corporation is authorized and directed to execute and deliver any further certificates, consents, incumbency certificates, or other instruments and to take any further action deemed necessary or advisable to carry out these resolutions.

This consent is executed in accordance with section 307 of the California Corporations Code and the bylaws of this corporation which authorize the taking of action by the board of directors by unanimous written consent without a meeting. This consent shall be filed with the secretary of the corporation.

[Signature Page to Follow]

Effective as of the first (1st) day of March 2026, in Eureka, California. electronically scanned signatures (by DocuSign or other method) shall be deemed to constitute original signatures.

Jessica Wahlund, Secretary

Attest: Board of Directors:

Kenneth Wahlund

Kelly Wahlund

Ryan Wahlund

SUBCONTRACTOR DETAILS

The Bidder certifies that:

A. ___ I do not intend to subcontract any Work on this project.

B. ✓ I do intend to subcontract portions of the Work on this project.

NOTE: The Bidder shall check box A or box B. If the Bidder does not check a box, it will be deemed that Bidder has checked box A.

If awarded the Contract, the Bidder proposes to employ the following subcontractors who will perform Work or labor or render service to the Bidder in or about the Work in an amount in excess of one-half of one percent (0.5%) of the total amount of Bidder's proposal. If no subcontract Work is proposed, except within the one-half of one percent (0.5%) limit set forth, the Bidder shall so state.

NAME & ADDRESS OF SUBCONTRACTOR	DESCRIPTION OF WORK TO BE SUBCONTRACTED	SUBCONTRACTOR'S CALIF. LIC. NO. AND DIR NO.
Golden State Boring & Pipe Jacking, Inc. 700 Merrill Ave., Box 40 Chino, CA 91710	horizontal auger boring, carrier pipe installation	678500, 1000005788
Municon West Coast Inc. 661 Natoma Street San Francisco, CA 94103	geotechnical instrumentation and monitoring	n/a (consultant); 1000059972
H&R Underground 4221 Appian Way El Sobrante, CA 94803	manhole rehab	878364; 1000009915
Corrosion Protection Solutions 2058 Fostoria Cir. Danville, CA 94526	cathodic protection system	n/a; 1000062194
Sak Construction, LLC 864 Hoff Rd. Ofallon, MO 63366	temporary bypass pumping	984560; 1000002435
Points West Surveying Co. 5201 Carlson Park Drive, Suite 3 Arcata, CA 95521	surveying	CA Surveyor No 9339 & 7793; 1000000677

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BID BOND

KNOW ALL PERSONS BY THESE PRESENTS, that we, the undersigned,

Wahlund Construction, Inc. as Principal, and

Travelers Casualty and Surety Company of America , as Surety, are hereby held and firmly bound unto

McKinleyville Community Services District, as Owner, in the penal sum of 10% Ten percent of the amount of the bid. for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed this 4th day of November, 20 26.

The Condition of the above obligation is such that whereas the Principal has submitted to McKinleyville Community Services District a certain bid, attached hereto and hereby made a part hereof to enter into a contract in writing, for the:

Highway Sewer Crossing Retrofit

NOW, THEREFORE,

(a) If said bid shall be rejected, or

(b) If said bid shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said Bid), and shall furnish a bond for the faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said bid, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Owner may accept such bid; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

SEAL:

Wahlund Construction, Inc.
Principal

By: Ryan Wahlund

Title: V.P. of Operations

Travelers Casualty and
Surety Company of America
Surety

By: Natalie Cady

Title Natalie Cady, Attorney-in-Fact

IMPORTANT - Surety companies executing bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the project is located.

NOTE: Bidder shall provide current "Power of Attorney" for Attorney-in-fact who signs Bid Bond.

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and the Companies do hereby make, constitute and appoint **Natalie Cady** of **SANTA ROSA** , **California** , their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **13th** day of **May, 2026.**

SEAL SEAL SEAL

State of Connecticut

By: _____
Bryce Grissom, Senior Vice President

City of Hartford ss.

On this the **13th** day of **May, 2026**, before me personally appeared **Bryce Grissom**, who acknowledged himself to be the Senior Vice President, Surety, Bond & Specialty Insurance, of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **31st** day of **March, 2031**

MARIE E. SORENSEN NOTARY PUBLIC CONNECTICUT

_____
Marie E. Sorensen, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **4th** day of **November** , **2026** .

SEAL SEAL SEAL

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

CALIFORNIA ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Humboldt }

On November 4, 2026 before me, Mindy Kathleen Sehon, notary public,
Date *Here Insert Name and Title of the Officer*

personally appeared Natalie Cady
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

MINDY KATHLEEN SEHON
COMM. #2557063
NOTARY PUBLIC • CALIFORNIA
HUMBOLDT COUNTY
My Comm. Expires June 24, 2030

Place Notary Seal and/or Stamp Above

Signature Mindy Kathleen Sehon
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____	Signer's Name: _____
☐ Corporate Officer – Title(s): _____	☐ Corporate Officer – Title(s): _____
☐ Partner – ☐ Limited ☐ General	☐ Partner – ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator	☐ Trustee ☐ Guardian or Conservator
☐ Other: _____	☐ Other: _____
Signer is Representing: _____	Signer is Representing: _____

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NONCOLLUSION AFFIDAVIT

TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the V.P. of Operations of Wahlund Construction, Inc., the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted their bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid and will not pay, any person or entity for such purpose.

This declaration is intended to comply with California Public Contract Code Section 7106 and Title 23 U.S.C Section 112.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 11/06/2026 [date], at Eureka [city], CA [state].

s/ _____

Ryan Wahlund, V.P. of Operations
Name and Title [print]

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CONTRACTOR'S CERTIFICATION REGARDING WORKERS' COMPENSATION INSURANCE

State of California

County of Humboldt

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract.

Wahlund Construction, Inc.
(Name of Contractor)

by: Ryan Wahlund, V.P. of Operations

(Signature of Contractor)

Date: 11/06/2026

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ANTI-LOBBYING CERTIFICATION

The Contractor certifies, by signing and submitting this bid or proposal, to the best of their knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in conformance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code.

The Contractor also agrees by submitting their bid or proposal that they shall require that the language of this certification be included in all lower tier subcontracts that exceed $100,000 and that all such subrecipients shall certify and disclose accordingly.

Notes: Providing false information may result in criminal prosecution or administrative sanctions under the provisions in Title 31, U.S. Code Chapter 38. The above certification is part of the Bid. Signing this Bid on the signature portion thereof shall also constitute signature of this Certification.

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DAVIS-BACON REQUIREMENTS

Compliance with the Davis-Bacon Act.

a. All transactions regarding this contract shall be done in compliance with the Davis-Bacon Act (40 U.S.C. 3141- 3144, and 3146-3148) and the requirements of 29 C.F.R. pt. 5 as may be applicable. The Contractor shall comply with 40 U.S.C. 3141-3144, and 3146-3148 and the requirements of 29 C.F.R. pt. 5 as applicable.

b. Contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor.

c. Additionally, Contractors are required to pay wages not less than once a week.

The Contractor also agrees by submitting their bid or proposal that they shall require that the language of this certification be included in all lower tier subcontracts, and that all such subrecipients shall certify and disclose accordingly.

QUALIFICATIONS STATEMENT

This Qualifications Statement is submitted for the Highway Sewer Crossing Retrofit project for the Work to be performed as stated herein.

DESCRIPTION OF WORK TO BE PERFORMED:

335' X 42" by Horizontal Auger Boring (HAB)

278' X 42" by Horizontal Auger Boring (HAB

SPECIFICATION SECTION(S) FOR WORK TO BE PERFORMED:

Spec 33 05 07.22 Horizontal Auger Boring (HAB)

Spec 33 05 07.23 Horizontal Auger Boring (HAB)

Spec 33 05 07.24 Jacked Steel Casing

Spec 33 05 08 Backfill Grout

QUALIFICATION INFORMATION INCLUDED:

- ☑ Contractor general information
- ☑ Project-specific qualifications
- ☑ Past project experience
- ☑ Additional project experience / supporting material

CONTRACTOR CERTIFICATION:

The undersigned authorized representative certifies that the information submitted with this Contractor's Qualification Statement is accurate, complete to the best of the representative's knowledge, and not misleading. Golden State Boring & Pipe Jacking, Inc.

Contractor Jeffrey Johnson

Title President

Date 11/04/2026

McKinleyville Community Services District
Highway Sewer Crossing Retrofit

Experience Sheet

Horizontal Auger Boring- Section 33 05 07.22-12

Golden State Boring & Pipe Jacking, Inc. has been successfully completing jack and bore projects using horizontal auger boring since 1993 and meets all of the experience requirements.

1.6 QUALITY ASSURANCE

A. Requirements

1. **(5) Most Recent Tunneling Projects using HAB with OD b/n 2' and 4' in Similar Ground Conditions with Drive Lengths of at Least 300' on Each Project.**

   a. Project: FY 20-21 Sewer Replacement Project
   Project Location: Jurupa Valley, CA
   Project Owner: Jurupa Community Services District
   Contact: Downing Construction/Kevin Ellis (909) 797-7444
   HAB Size: 363' X 30"
   Rated HP: 175 HP
   Ground Conditions: Silty Sand
   Longest Drive Planned: 373'
   Longest Drive Completed: 363'
   Total Footage Planned: 373'
   Total Footage Completed: 363'

   b. Project: Tecolote Canyon Trunk Sewer Imp. K-24-2217-DBB-3-C
   Project Location: San Diego, CA
   Project Owner: City of San Diego
   Contact: Filanc Construction/Jim Roessling (760) 466-0462
   HAB Size: 466' X 36", 172' X 36", 440' X 42", 363' X 36"
   Rated HP: 175 HP
   Ground Conditions: Silty to Clayey Sand
   Longest Drive Planned: 790'
   Longest Drive Completed: 466'
   Total Footage Planned: 4,567'
   Total Footage Completed: 1,441'

c. Project: I-10 Dunlap Sewer Crossing
Project Location: Yucaipa, CA
Project Owner: Yucaipa Valley Water District
Contact: E.J. Meyer Co./Kristian Corona (909) 725-7255
HAB Size: 414' X 30"
Rated HP: 175 HP
Ground Conditions: Sandy Silt with Clay
Longest Drive Planned: 440'
Longest Drive Completed: 414'
Total Footage Planned: 440'
Total Footage Completed: 414'

d. Project: Grove Ave. at Holt Blvd. Street & Trunk Sewer Imp.
Project Location: Ontario, CA
Project Owner: City of Ontario
Contact: Sully Miller Contracting/Craig McDermott (714) 853-4734
HAB Size: 398' X 42", 141' X 42", 257' X 42", 220' X 42", 210' X 42"
Rated HP: 175 HP
Ground Conditions: Silty Sand
Longest Drive Planned: 390'
Longest Drive Completed: 398'
Total Footage Planned: 1,218'
Total Footage Completed: 1,226'

e. Project: East County Advanced Water Purification Project, Pkg. 2
Project Location: Santee, CA
Project Owner: Joint Powers Authority
Contact: Orion Const./Mark Dowsing (760) 597-9660
HAB Size: 540' X 36", 68' X 36", 77' X 36", 420' X 36", 108' X 36", 288' X 36", 128' X 36", 180' X 36", 45' X 36", 127' X 36"
Rated HP: 175 HP
Ground Conditions: Alluvium, Alluvium Over Friars Formation, Alluvium Over Granitoid Rock
Longest Drive Planned: 532'
Longest Drive Completed: 540'
Total Footage Planned: 1,973'
Total Footage Completed: 1,981'

2. HAB Tunneling Superintendent-**Mr. Derek Brinkle** has 15 years of experience supervising tunneling using HAB. Mr. Derek Brinkle is fulfilling both the role of HAB Operator and HAB Superintendent.

(5) Tunneling Projects in Similar Ground Conditions

a. Project: Caltrans Contract No. 06-0U8804
Project Location: Tulare, CA
Project Owner: Caltrans
Contact: Security Paving, Inc. /T.J. Mattivi (818) 362-9200
HAB Size: 262' X 30", 253' X 30"
Rated HP: 175 HP
Ground Conditions: Fat Clay and Poorly Graded Sand
Longest Drive Planned: 262'
Longest Drive Completed: 262'
Total Footage Planned: 515'
Total Footage Completed: 515'

b. Project: Ramona-Barona Recycled Water Pipelines Project
Project Location: Lakeside, CA
Project Owner: Ramona Municipal Water District
Contact: S.C. Valley Engineering, Inc./Sam Watthen (619) 444-2366
HAB Size: 75' X 36", 90' X 24", 92.5 X 24"
Rated HP: 175 HP
Ground Conditions: Clayey Sand, *Silty Clay with Sand (This was a Differing Site Condition; Head Refusal Due to Rock)
Longest Drive Planned: 90'
Longest Drive Completed: 92.5'
Total Footage Planned: 165'
Total Footage Completed: 167.5'

c. Project: Sycuan Utility Corridor/Sycuan Square
Project Location: El Cajon, CA
Project Owner: Sycuan Tribal Government
Contact: Cass Arrieta (619) 590-0929
HAB Size: (3) 100' X 24", 100' X 18", 100' X 16"
Rated HP: 110 HP
Ground Conditions: Well-Graded Sand with Silt
Longest Drive Planned: 100'

Longest Drive Completed: 100'
Total Footage Planned: 500'
Total Footage Completed: 500'

d. Project: Jurupa Valley Recycled Water Program, Segment 3
Project Location: Eastvale, CA
Project Owner: Jurupa Community Services District
Contact: Downing Construction, Inc. (909) 797-7444
HAB Size: 209' X 24"
Rated HP: 110 HP
Ground Conditions: Silty Sand
Longest Drive Planned: 209'
Longest Drive Completed: 209'
Total Footage Planned: 209'
Total Footage Completed: 209'

e. Project: Caltrans Contract No. 07-323404
Project Location: Castaic, CA
Project Owner: Caltrans
Contact: Security Paving, Inc. /T.J. Mattivi (818) 362-9200
HAB Size: 205' X 36" RCP
Rated HP: 175 HP
Ground Conditions: Loose Silty Sand
Longest Drive Planned: 205'
Longest Drive Completed: 205'
Total Footage Planned: 205'
Total Footage Completed: 205'

3. HAB Operator-**Mr. Derek Brinkle** has 20 years of experience using HAB with an OD b/n 2' and 4' in similar ground conditions. Mr. Derek Brinkle is fulfilling both the role of HAB Operator and HAB Superintendent.

(5) Tunneling Projects using HAB w/OD b/n 2' and 4' in Similar Ground Conditions

a. Project: Caltrans Contract No. 06-0U8804
Project Location: Tulare, CA
Project Owner: Caltrans
Contact: Security Paving, Inc. /T.J. Mattivi (818) 362-9200
HAB Size: 262' X 30", 253' X 30"

Rated HP: 175 HP
Ground Conditions: Fat Clay and Poorly Graded Sand
Longest Drive Planned: 262'
Longest Drive Completed: 262'
Total Footage Planned: 515'
Total Footage Completed: 515'

b. Project: Ramona-Barona Recycled Water Pipelines Project
Project Location: Lakeside, CA
Project Owner: Ramona Municipal Water District
Contact: S.C. Valley Engineering, Inc./Sam Watthen (619) 444-2366
HAB Size: 75' X 36", 90' X 24", 92.5' X 24"
Rated HP: 175 HP
Ground Conditions: Clayey Sand, *Silty Clay with Sand (This was a Differing Site Condition; Head Refusal Due to Rock)
Longest Drive Planned: 90'
Longest Drive Completed: 92.5'
Total Footage Planned: 255'
Total Footage Completed: 257.5'

c. Project: Sycuan Utility Corridor/Sycuan Square
Project Location: El Cajon, CA
Project Owner: Sycuan Tribal Government
Contact: Cass Arrieta (619) 590-0929
HAB Size: (3) 100' X 24", 100' X 18", 100' X 16"
Rated HP: 110 HP
Ground Conditions: Well-Graded Sand with Silt
Longest Drive Planned: 100'
Longest Drive Completed: 100'
Total Footage Planned: 500'
Total Footage Completed: 500'

d. Project: Jurupa Valley Recycled Water Program, Segment 3
Project Location: Eastvale, CA
Project Owner: Jurupa Community Services District
Contact: Downing Construction, Inc. (909) 797-7444
HAB Size: 209' X 24"
Rated HP: 110 HP

Ground Conditions: Silty Sand
Longest Drive Planned: 209'
Longest Drive Completed: 209'
Total Footage Planned: 209'
Total Footage Completed: 209'

e. Project: Caltrans Contract No. 07-323404
Project Location: Castaic, CA
Project Owner: Caltrans
Contact: Security Paving, Inc. /T.J. Mattivi (818) 362-9200
HAB Size: 205' X 36" RCP
Rated HP: 175 HP
Ground Conditions: Loose Silty Sand
Longest Drive Planned: 205'
Longest Drive Completed: 205'
Total Footage Planned: 205'
Total Footage Completed: 205'

4. Professional Tunnel Engineer-Larry Haase, P.E.
Design Calculations on (5) HAB Projects in the Last 5 Years
*See Attached Resume

5. Surveyor will be provided by the General Contractor.*
*See attached Statement of Qualifications for Points West Surveying Co.

6. Experience Records

a. (5) Most Recent Tunnel Projects

i. Project: Ramona-Barona Recycled Water Pipelines Project
Project Location: Lakeside, CA
Project Owner: Ramona Municipal Water District
Contact: S.C. Valley Engineering, Inc./Sam Watthen
(619) 444-2366
HAB Size: *92.5' X 24"
Rated HP: 175 HP
Ground Conditions: Clayey Sand, *Silty Clay with Sand (This was a Differing Site Condition; Head Refusal Due to Rock)
Longest Drive Planned: 90'
Longest Drive Completed: 92.5'

Total Footage Planned: 165'
Total Footage Completed: 167.5'

ii. Project: Lift Station 1269
Project Location: Moreno Valley, CA
Project Owner: Western Municipal Water District
Contact: Weka, Inc./Neil Kaufman (951) 445-7207
HAB Size: 87' X 24"
Rated HP: 110 HP
Ground Conditions: Alluvium Underlaid by Granitic Rock

iii. Project: JCSD Annual Sewer Repair & Replacement
Project Location: Jurupa Valley, CA
Project Owner: Jurupa Community Services District
Contact: All Cities Engineering/Javier Castro (951) 255-3964
HAB Size: 85' X 18"
Rated HP: 110 HP
Ground Conditions: Medium Dense Alluvium

iv. Project: Tecolote Canyon Trunk Sewer Improvements
K-24-2217-DBB-3-C
Project Location: San Diego, CA
Project Owner: City of San Diego
Contact: Filanc Construction/Jim Roessling (760) 466-0462
HAB Size: 363' X 36"
Rated HP: 175 HP
Ground Conditions: Silty to Clayey Sand

v. Caltrans Contract #06-0U8804
Project Location: Tulare, CA
Project Owner: Caltrans
Contact: Security Paving, Inc. /T.J. Mattivi (818) 362-9200
HAB Size: 262' X 30" (24" RCP)
Rated HP: 175 HP
Ground Conditions: Fat Clay and Poorly Graded Sand

b. No HAB projects have been completed for McKinleyville Community Services District.

c. See 1.6A.1
d. See 1.6A.1
e. See 1.6A.1
f. See 1.6A.1
g. See 1.6A.1
h. See 1.6A.1
i. See 1.6A.1

WOODCREST ENGINEERING
15790 Rancho Viejo Drive
Riverside, CA 92506-5820
(951) 780-2843
Fax: 780-1791
Construction Consulting
Trench Shoring Design
Bridge Falsework Design

November 11, 2026



RESUME

Larry Haase
15790 Rancho Viejo Drive
Riverside CA 92506
(951)-780-2843

Education:

B.S. in Mechanical Engineering, 3/21/86
California Polytechnic University at Pomona

Registration / Licenses:

Professional Engineer in Civil Engineering (California, Utah and Nevada)
California RCE No. 43969 since 1/27/89 (exp. 6/30/27)

Experience:

Woodcrest Engineering 3/90 to Present
Construction Engineering Consultant
Self employed as an engineering consultant to contractors doing work in the heavy construction industry, specializing in temporary shoring of excavations, tunnels and jacked casings, temporary supports, formwork, and falsework design.

K.E.C. Company (now K.E.C. Engineering) 6/83 to 2/90
Civil Engineer
Specialized in shoring/formwork design and other aspects of heavy construction engineering and contracting.

Previous Projects involving Horizontal Auger Boring:

Project	Client	Agency
26-208 Foothill – Haven Sewer 36" x 261' Long Casing	Golden State Boring	Cucamonga Valley Water District
26-082 Via Center Sewer Imp. 30" x 340' Long Casing	Pipe Jacking Trenchless	City of Vista
25-207 Route 101 Humboldt Drainage 36" x 239' Long Casing	Pipe Jacking Trenchless	Caltrans
24-159 Route 5 at Castaic 54" x 68' Long Casing	J.D. Barlow Construction	Caltrans
23-144 Santa Monica Feeder Relocation 48" x 124' Long Casing	Golden State Boring	MWD of Southern California

POINTS WEST SURVEYING CO.
5201 Carlson Park Drive, Suite 3 Arcata, CA 95521
707.840.9510 Phone 707.840.9542 Fax
Michael D. Pulley
pulley@pointswestsurveying.com
Jesse N. Buffington
buffington@pointswestsurveying.com

POINTS WEST SURVEYING
STATEMENT OF QUALIFICATIONS
MCSD SEWER CROSSING PROJECT

Points West Surveying (PWS) has 2 land surveyors licensed in the State of California for more than 5 years. Michael Pulley, PLS 7793, has been licensed since 2001. Jesse Buffington, PLS 9339, has been licensed since 2016.

PWS has extensive experience with settlement monitoring projects. Past projects include:

- Cal Poly Humboldt Science A monitoring during installation of micropiles and elevator shaft, subcontractor to Swinerton Builders, August 2026-present
- State Highway 299 PM 11.98 and 16.45 settlement monitoring for jack and bore culvert installation per Caltrans specifications, subcontractor to GR Sundberg, August thru October 2024
- Annual monitoring of R.W. Matthews Dam for Humboldt Bay Municipal Water District, spillway walls and floor, dam crest, west abutment, subcontractor to GHD and employed by HBMWD, from 2009 to present

PWS has been involved with multiple horizontal auger boring projects, including:

- Martin Slough Interceptor HDD from Eureka Municipal Golf Course to Elk River WWTF, employed by City of Eureka, 2012
- Rio Dell Eel River HDD, subcontractor to Wahlund Construction, 2012
- State Highway 299 Drainage HDD, subcontractor to J-C General Engineering, 2012

Michael Pulley was surveyor of record for a topographic survey of the Irongate Dam outfall tunnel as a subcontractor to Northern Hydrology Engineering for Yurok Tribal Fisheries, fieldwork performed in December 2020.

QUALIFICATIONS STATEMENT

This Qualifications Statement is submitted for the Highway Sewer Crossing Retrofit project for the Work to be performed as stated herein.

DESCRIPTION OF WORK TO BE PERFORMED:

Carrier pipe installation inside casing and annular space grouting.

SPECIFICATION SECTION(S) FOR WORK TO BE PERFORMED:

Spec 33 05 07.23

QUALIFICATION INFORMATION INCLUDED:

- ☑ Contractor general information
- ☑ Project-specific qualifications
- ☑ Past project experience
- ☑ Additional project experience / supporting material

CONTRACTOR CERTIFICATION:

The undersigned authorized representative certifies that the information submitted with this Contractor's Qualification Statement is accurate, complete to the best of the representative's knowledge, and not misleading. Golden State Boring & Pipe Jacking, Inc.

Jeffrey Johnson

Contractor Jeffrey Johnson

Title President

Date 11/05/2026

McKinleyville Community Services District
Highway Sewer Crossing Retrofit

Experience Sheet

Carrier Pipe Installation- Section 33 05 07.23-4

1.7 QUALITY ASSURANCE

A. Requirements

1. **Golden State Boring & Pipe Jacking, Inc.** has been successfully completing jack and bore projects since 1993.

a. (5) Projects -Carrier Pipe Installed b/n 8" and 24"

1. Name of Project: Grove Ave. at Holt Blvd. Street & Trunk Sewer Imp.
Owner of Project: City of Ontario
Contact: Sully Miller Contracting
Craig McDermott (714) 853-4734 craig.mcdermott@sully-miller.com
Carrier Pipe Material Used: No Dig VCP
Carrier Pipe Diameter: 21"
Casing Pipe Internal Diameter: 40.75"
Longest Laying Length: 398'

2. Name of Project: Salinity Management Pipeline Phase 2D
Owner of Project: Calleguas Municipal Water District
Contact: Blois Construction (805) 656-1432
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 20"
Casing Pipe Internal Diameter: 29"
Longest Laying Length: 175'

3. Name of Project: Diamond Regional Sewer Lift Station
Owner of Project: Elsinore Valley Municipal Water District
Contact: Garney Pacific, Inc. (951) 795-4520
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 24" and 16"
Casing Pipe Internal Diameter: 64.5"

Longest Laying Length: 102'

4. Name of Project: Civic Center Wastewater Tx Facility-Phase 1
Owner of Project: City of Malibu
Contact: Vido Artukovich & Son, Inc./Vidmar, Inc. a JV (626) 444-4286
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 14"
Casing Pipe Internal Diameter: 29.24"
Longest Laying Length: 400'

5. Name of Project: Brine Line Reach 2
Owner of Project: City of Beaumont
Contact: T.E. Roberts, Inc. (714) 669-0072
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 12"
Casing Pipe Internal Diameter: 29"
Longest Laying Length: 203'

b. (5) Projects-Carrier Pipe Material- Fusible HDPE

1. Name of Project: Salinity Management Pipeline Phase 2B
Owner of Project: Calleguas Municipal Water District
Contact: Blois Construction (805) 656-1432
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 32"
Casing Pipe Internal Diameter: 40.5
Longest Laying Length: 255'

2. Name of Project: Civic Center Wastewater Tx Facility-Phase 1
Owner of Project: City of Malibu
Contact: Vido Artukovich & Son, Inc./Vidmar, Inc. a JV (626) 444-4286
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 14"
Casing Pipe Internal Diameter: 29.24"
Longest Laying Length: 400'

3. Name of Project: Sewer Trunk Replacement (Agua Caliente Crossing)
Contract #70-712-7#7
Owner of Project: Sonoma Valley County Sanitation District (707) 547-1900
Contact: Terracon Constructors, Inc. (707) 433-0323
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 30"
Casing Pipe Internal Diameter: 40.5"
Longest Laying Length: 256'

4. Name of Project: Salinity Management Pipeline Phase 2D
Owner of Project: Calleguas Municipal Water District
Contact: Blois Construction (805) 656-1432
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 20"
Casing Pipe Internal Diameter: 29"
Longest Laying Length: 175'

6. Name of Project: Diamond Regional Sewer Lift Station
Owner of Project: Elsinore Valley Municipal Water District
Contact: Garney Pacific, Inc. (951) 795-4520
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 24" and 16"
Casing Pipe Internal Diameter: 64.5"
Longest Laying Length: 102'

c. (1) Project-Installation of at Least 250' Continuous Feet of Carrier Pipe Installation Inside Casing

1. Name of Project: Civic Center Wastewater Tx Facility-Phase 1
Owner of Project: City of Malibu
Contact: Vido Artukovich & Son, Inc./Vidmar, Inc. a JV (626) 444-4286
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 14"
Casing Pipe Internal Diameter: 29.24"
Longest Laying Length: 400'

2. Project Superintendent:

a. **Mr. Derek Brinkle** has 20 years of experience in the installation of carrier pipes inside casings. Mr. Derek Brinkle will be fulfilling the role of HAB Operator, Carrier Pipe Superintendent, and Grout Pump Operator

b. (5) Projects-Installation of at Least 250' Continuous Feet of Carrier Pipe Installation Inside Casing

1. Name of Project: Sewer Trunk Replacement (Agua Caliente Crossing)
Owner of Project: Sonoma Valley County Sanitation District (707) 547-1900
Contact: Terracon Constructors, Inc. (707) 433-0323
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 30"
Casing Pipe Internal Diameter: 40.5"
Longest Laying Length: 256'

2. Name of Project: 216th St. Replacement Trunk Sewer Phase 2
Owner of Project: Los Angeles County Sanitation District
Contact: Lucas Builders, Inc. (310) 853-0690
Carrier Pipe Material Used: FRP
Carrier Pipe Diameter: 54"
Casing Pipe Internal Diameter: 67"
Longest Laying Length: 557'

3. Name of Project: Ave. 66 Transmission Water Main Phase 1B, Phase 2
Contract No. DW2105
Owner of Project: Coachella Valley Water District
Contact: Ames Construction, Inc. (602) 431-2111
Carrier Pipe Material Used: Ductile Iron
Carrier Pipe Diameter: 30"
Casing Pipe Internal Diameter: 54"
Longest Laying Length: 370'

4. Name of Project: East County Advanced Water Purification Project, Package 2
Owner of Project: Joint Powers Authority
Contact: Orion Const. (760) 597-9660
Carrier Pipe Material Used: CMLC
Carrier Pipe Diameter: 20"
Casing Pipe Internal Diameter: 35"

Longest Laying Length: 540'

5. Name of Project: Mission Hills Pressure Zone (to Reservoir 4606-1)
Owner of Project: Coachella Valley Water District
Contact: Weka, Inc. (909) 425-8700
Carrier Pipe Material Used: Ductile Iron
Carrier Pipe Diameter: 36"
Casing Pipe Internal Diameter: 52"
Longest Laying Length: 550'

3. Grout Pump Operator

a. **Mr. Derek Brinkle** has 20 years of experience in the installation of carrier pipes inside casings. Mr. Derek Brinkle will be fulfilling the role of HAB Operator, Carrier Pipe Superintendent, and Grout Pump Operator

b. (5) Projects-Installation of at Least 250' Continuous Feet of Carrier Pipe Installation Inside Casing

- See (5) Projects for Mr. Brinkle listed under 2.b. above

c. (2) Projects -Carrier Pipe Installed b/n 8" and 24"

1. Name of Project: Diamond Regional Sewer Lift Station
Owner of Project: Elsinore Valley Municipal Water District
Contact: Garney Pacific, Inc. (951) 795-4520
Carrier Pipe Material Used: HDPE
Carrier Pipe Diameter: 24" and 16"
Casing Pipe Internal Diameter: 64.5"
Longest Laying Length: 102'

2. Name of Project: Brine Line Reach 2
Owner of Project: City of Beaumont
Contact: T.E. Roberts, Inc. (714) 669-0072
Carrier Pipe Material Used: HDPE
Carrier Pipe Diameter: 12"
Casing Pipe Internal Diameter: 29"
Longest Laying Length: 203'

d. (2) Projects-Carrier Pipe Material- Fusible HDPE

1. Name of Project: Salinity Management Pipeline Phase 2D

Owner of Project: Calleguas Municipal Water District
Contact: Blois Construction (805) 656-1432
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 20"
Casing Pipe Internal Diameter: 29"
Longest Laying Length: 175'

2. Name of Project: Salinity Management Pipeline Phase 2B

Owner of Project: Calleguas Municipal Water District
Contact: Blois Construction (805) 656-1432
Carrier Pipe Material Used: Fusible HDPE
Carrier Pipe Diameter: 32"
Casing Pipe Internal Diameter: 40.5
Longest Laying Length: 255'

e. (1) Project Involving Installation of Carrier Pipe Inside Casing with Length Longer Than 335'

1. Name of Project: East County Advanced Water Purification Project, Package 2

Owner of Project: Joint Powers Authority
Contact: Orion Const. (760) 597-9660
Carrier Pipe Material Used: CMLC
Carrier Pipe Diameter: 20"
Casing Pipe Internal Diameter: 35"
Longest Laying Length: 540'

f. Mr. Derek Brinkle has operated equipment like the one proposed for this project for 20 years. Mr. Derek Brinkle will be fulfilling the role of HAB Operator, Carrier Pipe Superintendent, and Grout Pump Operator

4. Experience Records-5 Most Recent Carrier Pipe Installation Projects

*No projects have been completed for McKinleyville Community Services

1. Name of Project: Ramona-Barona Recycled Water Pipelines Project

Owner of Project: Ramona Municipal Water District

Contact Names: S.C. Valley Engineering, Inc./Sam Watthen (619) 444-2366
Carrier Pipe Material Used: HDPE
Carrier Pipe Diameter: 8"
Casing Pipe Internal Diameter: 23"
Longest Laying Length: 92.5'

2. Name of Project: Lift Station 1269
Owner of Project: Western Municipal Water District
Contact Names: Weka, Inc./Neil Kaufman (951) 445-7207
Carrier Pipe Material Used: HDPE
Carrier Pipe Diameter: 12"
Casing Pipe Internal Diameter: 23"
Longest Laying Length: 87'

3. Name of Project: JCSD Annual Sewer Repair & Replacement
Owner of Project: Jurupa Community Services District
Contact Names: All Cities Engineering/Javier Castro (951) 255-3964
Carrier Pipe Material Used: PVC
Carrier Pipe Diameter: 8"
Casing Pipe Internal Diameter: 17.25"
Longest Laying Length: 85'

4. Name of Project: Tecolote Canyon Trunk Sewer Improvements
K-24-2217-DBB-3-C
Owner of Project: City of San Diego
Contact Names: Filanc Construction/Jim Roessling (760) 466-0462
Carrier Pipe Material Used:
Carrier Pipe Diameter: 18"
Casing Pipe Internal Diameter: 35"
Longest Laying Length: 363'

5. . Name of Project: Caltrans Contract #06-0U8804
Owner of Project: Caltrans
Contact Names: Security Paving, Inc./T.J. Mattivi (818) 362-9200
Carrier Pipe Material Used: RCP
Carrier Pipe Diameter: 24"
Casing Pipe Internal Diameter: 29"
Longest Laying Length: 262'

5. Surveyor - See attached Statement of Qualifications for Points West Surveying Co. who will be hired directly by the General Contractor. 7

POINTS WEST SURVEYING CO.
5201 Carlson Park Drive, Suite 3 Arcata, CA 95521
707.840.9510 Phone 707.840.9542 Fax
Michael D. Pulley
pulley@pointswestsurveying.com
Jesse N. Buffington
buffington@pointswestsurveying.com

POINTS WEST SURVEYING
STATEMENT OF QUALIFICATIONS
MCSD SEWER CROSSING PROJECT

Points West Surveying (PWS) has 2 land surveyors licensed in the State of California for more than 5 years. Michael Pulley, PLS 7793, has been licensed since 2001. Jesse Buffington, PLS 9339, has been licensed since 2016.

PWS has extensive experience with settlement monitoring projects. Past projects include:

- Cal Poly Humboldt Science A monitoring during installation of micropiles and elevator shaft, subcontractor to Swinerton Builders, August 2026-present
- State Highway 299 PM 11.98 and 16.45 settlement monitoring for jack and bore culvert installation per Caltrans specifications, subcontractor to GR Sundberg, August thru October 2024
- Annual monitoring of R.W. Matthews Dam for Humboldt Bay Municipal Water District, spillway walls and floor, dam crest, west abutment, subcontractor to GHD and employed by HBMWD, from 2009 to present

PWS has been involved with multiple horizontal auger boring projects, including:

- Martin Slough Interceptor HDD from Eureka Municipal Golf Course to Elk River WWTF, employed by City of Eureka, 2012
- Rio Dell Eel River HDD, subcontractor to Wahlund Construction, 2012
- State Highway 299 Drainage HDD, subcontractor to J-C General Engineering, 2012

Michael Pulley was surveyor of record for a topographic survey of the Irongate Dam outfall tunnel as a subcontractor to Northern Hydrology Engineering for Yurok Tribal Fisheries, fieldwork performed in December 2020.

QUALIFICATIONS STATEMENT

This Qualifications Statement is submitted for the Highway Sewer Crossing Retrofit project for the Work to be performed as stated herein.

DESCRIPTION OF WORK TO BE PERFORMED:

Geotechnical Instrumentation

SPECIFICATION SECTION(S) FOR WORK TO BE PERFORMED:

31 09 13 - Geotechnical Instrumentation and Monitoring

QUALIFICATION INFORMATION INCLUDED:

- ☒ Contractor general information
- ☒ Project-specific qualifications
- ☒ Past project experience
- ☒ Additional project experience / supporting material

CONTRACTOR CERTIFICATION:

The undersigned authorized representative certifies that the information submitted with this Contractor's Qualification Statement is accurate, complete to the best of the representative's knowledge, and not misleading.

Municon West Coast, Inc. / Zach Jaco
Contractor

Title Senior Project Geologist

Date 11/5/2026

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McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **ACTION**

ITEM: E.4 **Consider Approval of Resolution 2026-34 Initiation of Reauthorization and Notice of Public Hearing for Central Avenue Open Space Management Zone (OSMZ)**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the information, listen to the presentation, take Public Comment and then adopt Resolution 2026-34, **Attachment 1** initiating the reformation of the Central Avenue Open Space Management Zone and setting the Public Hearing for February 3, 2027, 6:00 PM, Azalea Hall, McKinleyville.

Discussion:

The Central Avenue Open Space Zone (Zone #6) is located within the Humboldt County Central Avenue Right of Way, which extends 50-feet to the east and west of the Central Avenue center line. It extends from Anna Sparks Way on the south end of Central Avenue to Bates Road on the North end. The landscape areas are 11-feet wide on the west side and 20-feet wide along the eastern side. The eastern side of Central Avenue Open Space Zone also contains a 5-foot-wide bridle trail in addition to the sidewalk and landscape areas, while the western side contains a sidewalk and landscape areas.

Zone History

McKinleyville Community Services District formed the Central Avenue Open Space Zone #6 in June of 1997 with a five-year “sunset clause” and, in accordance with Proposition 218, was reformed on July 1, 2000, and again on January 2005 and 2010. In 2016, the zone was again reformed and reassessed. During this assessment the method for assessing fees for each individual parcel was revised to account for “maintenance area” opposed to “linear frontage”. Another consideration was the District’s successful negotiation with Humboldt County Public Works for $11,000 contributed Sheriff’s Work Alternative Program (SWAP) maintenance labor and $10,000 per year in material cost sharing. Since 2016, the method for assessing fees was changed to an area-based calculation to account for the difference in open space width along the eastern and western sides of Central Avenue. The total assessable square footage of maintenance area was calculated by multiplying the total assessment frontage, by the zone depth, minus area for driveways, entry points and sidewalks.

The estimated cost of maintenance includes weeding, hedge and tree pruning, new plantings, mulching and bridle trail maintenance as well as bookkeeping and billing fees.

Reformation via Proposition 218

The current Central Avenue Open Space Zone requires reauthorization every five years. In November 1996, California voters passed Proposition 218, the "Right to Vote on Taxes Act". This constitutional amendment protects taxpayers by limiting the methods by which local governments can create or increase taxes, fees and charges without taxpayer consent. The Proposition 218 process requires voter approval prior to imposition or increase of general taxes, assessments, and certain user fees and is a protest voting process.

Proposition 218 requires that an assessment be supported by a detailed engineer's report quantifying the benefit obtained by each parcel. The District prepared an Engineer's Report detailing this assessment. The detailed Engineer's Report is included as **Attachment 2**. The detailed costs per customer are included in the Engineer's Report but also as **Attachment 3**.

Prop. 218 also requires, prior to implementing an assessment, the agency must hold a Public Hearing, mail advance notice of the Public Hearing to the owner of each parcel and conduct a ballot protest proceeding. The Notice of Public Hearing (**Attachment 5**) will be mailed along with a link to the Engineer's Report on the District's website, and ballots (**Attachment 4**) to the affected customers in the zone.

The Public Hearing must be held not less than 45-days after the Notice has been posted. The Public Hearing has been scheduled for a the regular Board Meeting to be held on **February 3, 2027 at 6:00 PM at Azalea Hall.** Public input will be gathered at that meeting prior to the reformation of the zone. The votes will be tallied, and the Board will have the option to consider reforming the zone after the closing of the Public Hearing.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

As detailed in the Engineers Report (Attachment 2)

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Attachment 1 – Resolution 2026-34 Initiation of Central Ave OSMZ
Attachment 2 – Central Ave OSMZ Engineers Report
Attachment 3 – Central Ave OSMZ Cost Estimate Breakdown Spreadsheet

Attachment 4 – Draft Central Ave OSMZ Ballot
Attachment 5 – Draft Central Ave OSMZ Public Hearing Notice
Attachment 6 – Central Ave OSMZ Power Point Presentation

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RESOLUTION 2026 – 34

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT APPROVING THE ENGINEER'S REPORT AND DECLARING ITS INTENTION TO RENEW AND LEVY ASSESSMENTS WITHIN THE EXISTING CENTRAL AVENUE OPEN SPACE MAINTENANCE ZONE NO. 6

Whereas, In connection with the District's Central Avenue Open Space Maintenance Zone (the "Zone"), the District funds the maintenance of landscaping improvements on the frontage on Central Avenue through the levy of an assessment (the "Assessment") that is collected on the District's water bill; and

Whereas, pursuant to Government Code section 61122(d) and the Landscaping and Lighting Act of 1972 (Streets and Highways Code section 22500 et seq.), the District is authorized to levy benefit assessments for the maintenance of landscaping improvements, subject to Article XIII D of the California Constitution; and

Whereas, the Assessment has been authorized in successive five-year periods; and

Whereas, pursuant to Resolution 2021-33, the District's existing authorization to levy the Assessment expires in December 2026; and

Whereas, the District Board desires to initiate proceedings to renew the Assessment for an additional five years, and

Whereas, an Engineer's Report, including a parcel-by-parcel schedule of proposed assessments, has been filed with the District Board and is on file, available for public inspection in the District's offices and on the District website (the "Engineer's Report").

NOW, THEREFORE BE IT RESOLVED that the Board

1. Preliminarily approves the Engineer's Report, subject to completion and verification of the parcel assessment schedule and supporting costs, and makes reference to that Report for a complete description of the boundaries of the Zone, of the nature of the Improvements, and of the amount of the proposed assessment against parcels in the Zone;
2. Sets February 3, 2027, at 6:00 p.m. at Azalea Hall, 1620 Pickett Road, McKinleyville, California, as the time and place for a public hearing on the proposed five-year renewal of the Assessment (the "Hearing"), provided the District mails the legally required notice and assessment ballot at least 45 days before that date;
3. Directs that notice of the proposed assessment, the date, time and place of the Hearing, the amount of the proposed assessment on each identified parcel, the aggregate assessment amount, the duration and purpose of the assessment, the basis of calculation, and the required protest and ballot procedures be mailed to the record owner of each affected parcel at least 45 days before the Hearing, with an assessment ballot. The notice and ballot

shall conform to California Constitution, article XIII D, section 4, and Government Code section 53753, including the required “OFFICIAL BALLOT ENCLOSED” marking on the outgoing mailing envelope;

4. Directs that the assessment ballots be received, kept sealed, and tabulated under Government Code section 53753 by an impartial person without a vested interest in the outcome. Where required by section 53753(e)(1), ballots shall be unsealed and tabulated in public view, and timely changed or withdrawn ballots shall be recognized. Ballots submitted by multiple record owners of the same parcel shall be weighted by their respective ownership interests under section 53753(e)(3). A majority protest exists if ballots submitted in opposition exceed ballots submitted in favor, weighted by each affected parcel's proportional assessment obligation; if a majority protest exists, the assessment shall not be imposed;
5. Declares that this renewal assessment proceeding is governed by California Constitution, article XIII D, section 4, and Government Code section 53753, and directs District staff to comply with those requirements before any renewed assessment is levied.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on December 2, 2026 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Dennis Mayo, Board President

Attest:

_____
Joseph Blaine, Board Secretary

Central Avenue
Open Space Maintenance Zone #6
Engineers Report





Prepared By: MCSD Staff

December 2026

McKinleyville Community Services District

1656 Sutter Rd.

McKinleyville, CA 95519

Ph: (707) 839-3251

ENGINEER'S REPORT

CENTRAL AVENUE OPEN SPACE MAINTENANCE ZONE #6

Introduction and History

The purpose of this report is to outline the basis of assessments for the Central Avenue Open Space Maintenance Zone (Open Space Zone #6) in McKinleyville California. This maintenance zone provides for landscaping along portions of Central Avenue and the maintenance of the bridle trail. The funding is billed by MCSD as a surcharge on the monthly water bill that customers within the zone pay. The establishing and reauthorization resolution requires the Open Space Maintenance Zone (OSMZ) to be reformed every five years. The OSMZ was last reauthorized via Resolution 2021-33, passed by the McKinleyville Community Services District Board at the December 1, 2021 regular Board meeting.

The McKinleyville Community Services District (MCSD), in the County of Humboldt (the "County"), was established on April 14, 1970, pursuant to the Community Services District Law (California Government Code Section 61000 et seq.) to provide water and sewer services. The services of the CSD were expanded in 1972 to include street lighting, again in 1985 to include parks and recreation, and then in 1995 to include the construction of the McKinleyville Library. The boundaries of MCSD include approximately 12,140 acres from the Mad River in the South to Patrick Creek in the North, from the Pacific Ocean to the West to Lindsey Creek on the East.

The District adopted Ordinance 42 on May 9, 1991 which established a process for administration of open space maintenance services. The procedure allows the District to recuperate costs from the properties that receive special benefit to pay for the administration and maintenance of the facilities. In 1996, State Proposition 218 (the Right to Vote on Taxes Act of 1996) was passed by California voters which requires local governments to obtain majority approval of a special assessment.

In 1992, MCSD received a letter from the McKinleyville Chamber of Commerce requesting that MCSD assume responsibility for the maintenance of the landscaping along Central Avenue from School Road to Railroad Drive. The Chamber proposed that the District form an Open Space Maintenance Zone comprised of the properties adjacent to the landscaping to pay for these costs. At the time, the landscaping was maintained by volunteers with the aid of the Sheriff's Work Alternative Program (SWAP) labor. The MCSD Board held a Public Hearing on February 11, 1993 to get input from property owners on the Chamber's request that MCSD coordinate Central Avenue Landscape Strip maintenance. At the Public Hearing, landowners representing 59% of the frontage, expressed support for the proposal, and landowners, representing 4% of the frontage, expressed opposition to the proposal. Following the close of the February 11, 1993 hearing, the Board agreed to consider the formation of an open space maintenance zone. At the

March 5, 1993 Board Meetings, it was established that the District would form the Open Space Zone, but businesses could also provide their own maintenance. For those who did not provide maintenance to the standards established, the District would pay a contractor to maintain the frontages and charge the businesses 110% of the Contractor's fees.

In 1997, the reformation of the OSMZ was again brought to the Board. The Board approved the preparation of the "Central Avenue Landscape Strip Open Space Maintenance Zone, Engineer's Report", March 26, 1997, Spencer Engineering & Construction Management (Engineer's Report). The Engineer's Report established the assessment zone to include the landscape strip along the west side of Central Avenue from School Road to Railroad Drive, and along the east side of Central Avenue from AP#509-191-05 to AP#510-341-09. The Maintenance activities included weeding, pruning, planting, mulching and trail repair. The District's contractor was authorized to work 20 hours per week and direct the work of volunteers as available. The County of Humboldt was to provide up to $5,000 per year in materials, access to their Crannel Yard for dumping, and approximately $3,000 per year in manpower and equipment including periodic use of a County dump truck. The assessment zone was calculated to encompasses 9,247 linear feet of frontage, which at that time was divided into 58 assessor parcels. Of this 9,247 linear feet of frontage, 1,590 linear feet was calculated to be non-assessable driveways, resulting in an assessable frontage of 7,657 linear feet. The Engineer's Report established that each of the parcels would pay a maximum monthly maintenance charge equal to $0.16 per linear foot of assessable frontage plus a $0.50 per month bookkeeping charge per parcel. All charges were to be included in the monthly utility billing to each of the utility customers in the assessment zone.

At the March 13, 1997 Board meeting, the Board passed Resolution 1997-1, which established a process for the formation of the OSMZ and established the Public Hearing to be held on April 10, 1997. At the April 10, 1997 Board meeting, the Board approved Resolution 1997-8, which initiated the formation of the OSMZ, directed the mailing of ballots to affected property owners and customers, and set the Board hearing for the formation of the Zone at the June 12, 1997 Board meeting. At the June 12, 1997 Board Meeting, the Public Meeting was held and all returned ballots counted. The exact tally of the ballots was not recorded in the Resolution; however, the Board passed Resolution 1997-20 Reforming the Central Avenue Open Space Zone and charging the property owners within the Zone as laid out in the March 26, 1997 Engineer's Report.

In 2000, the Central Avenue OSMZ space was again reformed. The Zone was expanded to include properties on the east side of Central Avenue south of School Road. The OSMZ was reformed again in 2010. In 2010, the maintenance costs were also revised to also include the installation of banners along Central Avenue.

During the 2016 and 2021 reauthorization, the Engineer's Report cost calculations were revised with regards to the calculation of the fees. Previously, since 1997, the fees were calculated based on the lineal footage of the frontage of each parcel along Central Avenue. In 2016, the fee calculation was changed to encompass the actual area that was maintained, not just the lineal footage. This calculation methodology was also used in 2021 and in this 2026 Engineer's Report. The weighted voting of the property owners from the 2021 Reauthorization was 82% in favor of the reauthorization and 18% against.

Description of the Zone

The Central Avenue Open Space Zone includes existing landscape strips on both sides of Central Avenue from School Road to just north of Railroad Avenue (see figure in Exhibit A). The landscape strips along the western portion are 11 feet deep from the face of the curb and include a sidewalk and planting beds with small shrubs and trees. The landscape strips along the eastern portion are 20 feet deep from the face of the curb and include planting beds with small shrubs and trees, a sidewalk, and a bridle trail. The County's Right-of-Way (ROW) extends approximately 50-feet to the east and west of the center line of Central Avenue. The ROW extends another 20-feet further east of the 100-foot County ROW on the east side of Central Avenue. This is the CalTrans ROW for old Highway 101 and now serves as a utility ROW as well as encompassing the entire OSMZ on the east side of Central Avenue. The individual property lines for the parcels on either the east or west side of Central general extend into the OSMZ and do not have a uniform setback from the edge of the ROW.

Maintenance Activities

Maintenance activities for the open space zone include weeding, pruning, hedging, planting, mulching, tree trimming, and bridle trail maintenance. The bridle trail is resurfaced with gravel as needed. Redwood mulch is also applied annually, with the entire area re-mulched at approximately 3-year intervals. The cost estimate for these activities are detailed in the notes below and on the spreadsheet (Exhibit B). Approximately 750 labor hours are allocated to maintaining the OSMZ each year. Currently MCSD Staff is performing the maintenance work with $11,000 in labor support donated by Humboldt County from the Sheriff's Work Alternative Program (SWAP). Additional maintenance labor is provided by Northern Humboldt Employment Services, but the budget for this work, and the MCSD Staff work, comes directly out of the OSMZ fees. Humboldt County also provides a $10,000 annual subsidy for the purchase of materials (e.g. mulch or gravel). In Fiscal Year 25/26, $41,148 was spent on maintaining the Central Avenue OSMZ and $41,200 was collected in fees.

General Benefits

Assessments are established on the basis of calculated proportional special benefit to properties within a district or area of the district. Because general benefits are not assessable, the general

benefit costs are excluded from the assessment calculation. With respect to the Central Avenue OSMZ, it is recognized that the sidewalks and bridle trail are public facilities that will occasionally be utilized by the general public. Central Avenue is the main thoroughfare through McKinleyville, and there is a general benefit to all users for keeping this section of Central Avenue looking attractive. Another general benefit for the public is provided to those who bike or walk through the OSMZ in keeping the landscaping trimmed back and maintaining the bridle trail. The fact that these improvements and facilities are available to the general public would suggest that at least a portion of the cost to provide the improvements is of general benefit.

General benefits arise from the use of the sidewalks and bridle trail by residents, students, visitors and other persons whose properties are not assessed, and from the appearance and safety of this public corridor. The assessed parcels receive separate special benefits from their immediate frontage landscaping, pedestrian and bridle-trail access, and the maintenance of adjacent improvements. Taking account of these distinct uses, this Report allocates 30% of the gross annual maintenance cost to general benefit and no more than 70% to special benefit. The allocation is independent of the separate 2023 Parks and Recreation assessment and the value or source of any County or SWAP funding. The direct special benefit realized by the parcels within the Zone by maintenance of their "front yards" by the District, outweighs the Public's general benefit associated with improved appearance and safety of these areas.

Special Benefit

The proximity of the vegetated strips, sidewalks, and bridle trail in the OSMZ is a distinct special benefit to the assessed parcels in the Zone, because the assessed parcels, unlike most parcels outside the OSMZ are within the immediate service area of these facilities and the workers and their customers use the facilities as access to their businesses. Because each assessed parcel is within the OSMZ of the improvements offered by the McKinleyville CSD, these improvements are like an extension and enhancement of the front lawns of the parcels. They are not remote, but available for frequent and everyday use with minimal travel. We estimate this special benefit to represent at least seventy (70%) of the total benefits created by the improvements.

Assessment Methodology

To assess benefits equitably it is necessary to calculate the total cost to maintain the OSMZ and each property's relative share of the special benefits conferred by the funded service. The method of apportionment calculates the overall cost to provide the vegetative and facility maintenance over the course of a year. Thirty percent of these overall costs are then applied to the general benefit portion of assessment and the remaining 70% of special benefit is then applied to the remaining parcels. The relative special benefit of landscaped frontage is measured by the landscaped square footage associated with each assessed parcel; the separate bridle-trail component is allocated as described below. All costs associated with the improvements are

distributed among the parcels based upon a calculation of the proportional special benefit received by each parcel. The benefit formula used to determine the assessment obligation is therefore based upon both the improvements that benefit the parcels within the OSMZ as well as the use and relative characteristics of each property as compared to other parcels that benefit from those specific improvements.

The cost estimate spreadsheet, included as Exhibit B to this report, details the estimated costs and expenses for maintenance of the zone. As shown on the spreadsheet, the overall cost to maintain the OSMZ is calculated to be $69,231.63. Thirty percent of this is considered a general benefit or $69,231.63 x 0.30 = $20,769.49. The District anticipates a $10,000 annual Humboldt County material subsidy and up to $11,000 in equivalent labor from the Sheriff's Work Alternative Program (SWAP). The SWAP credit may reduce the calculated gross cost only to the extent the corresponding labor cost was included in that cost; the same work must not be excluded from the gross cost and also deducted as a credit. The SWAP personnel are provided on most Saturdays throughout the year. Actual donated labor may vary, and its annual value will be documented. MCSD Staff provides oversight of these personnel and direction of the landscape maintenance to be provided along the OSMZ. All work provided by SWAP reduces the maintenance labor that would otherwise have to be provided by MCSD Parks & Recreation personnel. Similarly, the $10,000 of material costs covered by Humboldt County are directly applied to work in the OSMZ such as the purchase of gravel for the bridle trail or mulch or vegetation used within the Zone. If the SWAP labor or $10,000 material donation were to be eliminated by Humboldt County for any reason, these costs would have to be covered by MCSD directly through the general fund.

The projected gross annual cost shown in Exhibit B is $69,231.63. Of that amount, $20,769.49 (30%) is attributed to non-assessable general benefit. Subject to confirmation that the credits represent costs included in the gross estimate, the District anticipates $10,000 in County material assistance and $11,000 in SWAP labor support, leaving $230.51 of these credits to reduce the remaining special-benefit expense. The resulting projected maximum annual cost to be funded from assessments is $48,231.63, or $4,019.30 per month across the Zone. This amount must not exceed the aggregate special benefit conferred on the assessed parcels. Actual Zone expenses during fiscal year 2025/26 were $41,148, with approximately $41,200 collected. The engineer and District shall reconcile the prospective cost estimate and labor hours with those prior-year actuals and confirm the cost components, credits and parcel allocations before final approval.

The special benefits costs for maintaining the landscaped frontage are allocated to each parcel based on the area of the landscape that fronts each parcel on Central Avenue. The landscape area is directly related to the amount of effort required to maintain the OSMZ and is therefore directly related to the assessment for each parcel. When multiple MCSD billing accounts serve one assessment parcel, their account-level charges are only a collection allocation: their sum must

equal that parcel's single proposed assessment. Each legal parcel remains the unit of assessment and weighted property-owner balloting. The assessment charge is included with each monthly water/sewer bill. If the parcel owner pays for the water/sewer service for the entire parcel, they are then responsible for the entire assessment for the parcel, which is the case for the majority of the OSMZ.

The landscaped area for each parcel is calculated by multiplying the frontage length by the depth of the parcel. The assessed frontage length equals parcel frontage along Central Avenue minus driveway and other non-landscaped entry widths; sidewalk area is deducted separately in the square-footage calculation. Parcel frontage was derived from Humboldt County Assessor maps. Driveway frontage was derived using aerial imagery and field verification. The frontage depth is the distance between the face of curb on Central Avenue and the east or west edge of the Assessment Zone. On the East side of Central Avenue, the Zone extends 20 feet further east from the face of curb. On the West side of Central Avenue, the Zone extends 11 feet further west from the face of curb. The frontage length is then multiplied by the depth to obtain the overall square footage for each parcel or business. Again, the sidewalk area and driveway are then subtracted from this area to come up with the landscape area to be assessed. This area is then multiplied by $0.06 to come up with the base assessed cost for each parcel/business. The base cost for each parcel/business is then multiplied by 2% to cover liability insurance costs and 10% to cover the costs for overhead charges (e.g. mailing, postage, processing, contracting, copying, etc.). A $0.50 monthly bookkeeping charge is allocated to each water/sewer billing account shown in the worksheet; aggregate account charges must be included in and justified by the total proposed assessment for the respective parcel.

Each of the 65 assessed parcels is allocated an equal share of the cost of bridle trail maintenance. Although public use of the bridle trail generates a general benefit that is excluded from the assessment, the trail also provides special access and adjacent-environment benefits to assessed parcels. As mentioned, the $10,000 County material allocation is applied to cover a portion of the general maintenance and associated general benefit for the bridle trail. An equal parcel allocation of the trail component assumes comparable parcel-specific benefits for properties on both sides of Central Avenue. Access to the parcels in the Zone and the aesthetic improvement to the properties within the Zone by maintenance of the bridle trail are realized similarly by properties on both sides of Central Avenue. As mentioned, the cost for the bridle trail maintenance is then divided equally among each parcel and these charges summed to come up with the overall cost per parcel.

The above charges are, as mentioned, detailed for each parcel (with any account-level allocations shown separately) on the spreadsheet included in Exhibit B. Each column of the spreadsheet is further detailed in the definitions and footnotes below.

The assessment is collected on the monthly water/sewer bill and administered pursuant to Regulation 73 of the District. The assessment per parcel is calculated in 2026 dollars but will be implemented starting in 2027 if this assessment is approved. Beginning January 1, 2028, the approved initial parcel assessment may be increased no more than once each January 1 by the percentage increase, if any, in the not-seasonally-adjusted Consumer Price Index for All Urban Consumers (CPI-U), All Items, for the San Francisco-Oakland-Hayward, California area, as published by the U.S. Bureau of Labor Statistics, comparing the December index for the preceding year with the December index for the year before that. An index decrease produces no increase. In all cases, the amount imposed shall not exceed the amount authorized under the voter-approved adjustment formula, the actual cost of assessable special-benefit services after excluding general benefit, or the proportionate special benefit to each parcel.

Definitions and References for the Central Avenue OSMZ#6 Spreadsheet (Exhibit B)

Column# Description

1. **Assessed Frontage Length**: This equals the parcel or business frontage along Central Avenue minus driveways and entry points. Parcel Frontage was derived from Humboldt County Assessor maps. Driveway frontage was derived using aerial imagery and field verification.

2. **Side:** Describes which side of Central Avenue the parcel is on, either East or West side.

3. **Frontage Depth**: The width of the land between the face of curb and the eastern or western boundary of Central Avenue Open Space Maintenance Zone. On the East side of Central Avenue, the OSMZ extends 20 feet further east of the face of curb. On the West side of the Central Avenue, the OSMZ extends 11 feet further west of the face of curb.

4. **Total Frontage Area:** The Frontage Depth multiplied by the Assessed Frontage Length.

5. **Sidewalk Depth:** Sidewalks are 5ft wide.

6. **Sidewalk Area:** The Sidewalk Depth multiplied by the Assessed Frontage Length.

7. **Assessed Square Footage:** The Total Frontage Area less the Sidewalk Area, which is the landscape area to be used in the calculation of the assessment for each parcel.

8. **Proposed Base Cost per Month:** Equals Assessed Square Footage multiplied by the maintenance cost of $.06/square foot per month.

9. **Overhead for Insurance:** The Proposed Base Cost listed in column 8 is multiplied by 2% to cover required insurance costs.

10. **10% Overhead Contract Fee:** The Proposed Base Cost listed in column 8 is multiplied by 10% to cover Overhead costs such as postage, copying, etc. costs.

11. **$.50 Cost for Bookkeeping:** A charge of $0.50 per month for each billing account, allocated within each legal parcel's total assessment to cover collection-related administration; multiple billing accounts do not create additional voting parcels.

12. **Cost for Trail Re-Surfacing:** The cost of re-surfacing and maintaining the gravel Bridle Trail. Re-surfacing will occur as needed.

Trail Distance	4000ft	Gravel @ $55/Yard	$10,175.00
Trail Width	5ft	Labor = 96hrs @ $45/hr	$4,320.00
Trail Depth	0.25ft	Equipment	$600.00
Volume Cubic Ft	5000 Cubic Ft	Roller Rental	$400.00
Yards of Gravel	185 yards	**Total Cost (5yr)**	**$15,495.00**
		Cost/Year	$3,099.00
		Cost/Month	$258.25
		Number of Parcels	65
		Parcel Cost/Month	**$3.97**

13. **$10,000 County Subsidy:** The County of Humboldt has agreed to subsidize MCSD $10,000 annually for maintenance of the zone. This anticipated material contribution is credited against costs actually included in the gross estimate; it does not determine the required general-benefit allocation.

14. **Credit for SWAP Crew**: MCSD receives workers from the Sheriff's Work Alternative Program (SWAP) with a labor value of $11,000/year. Only the documented value of labor included in the gross cost estimate may be credited; the same in-kind labor may not be omitted from the gross estimate and deducted again.

15. **Total Credits:** The combined County and SWAP credits, not an independent measure of general benefit; the general-benefit allocation is separately calculated and excluded from the assessable cost

16. **Gross Maintenance Cost per Month:** The total cost assessed parcels would bear per month without any credits or subsidies, equal the sum of columns 8 through 12.

17. **Net Maintenance Cost per Billing Account per Month**: The amount customers pay per month, including all fees and credits.

Exhibit A Site Plan



Central Ave. Landscape Area

OSMZ #6

Central Ave Landscape Maintenance Area

1 inch = 600 feet

Exhibit B
Cost Estimate Spreadsheet

Central Avenue Landscape Zone OSMZ #6 2026 Reformation

Rev 11/17/2026

APN	Customer or Business Name		East or West Central	Address	*Total Frontage (ft)	Driveways	*Total Square Feet / *Total Linear Feet / *Assessed Frontage (ft)	1 Assessed Frontage Length[1]	2 Side[2]	3 Frontage Depth[3]	4 Total Frontage Area (s.f.)[4]	5 Sidewalk Depth[5]	6 Sidewalk Area (s.f.)[6]	7 Landscape Area: Assessed Square Footage[7]	8 $0.06 Base Cost per s.f. per Month[8]	9 2% Overhead for Insurance[9]	10 10% Overhead Contract Fee[10]	11 $0.50 Cost for Bookeeping[11]	12 Cost for Trail Re-Surfacing[12]	13 10000/yr County Subsidy[13]	14 $11000/yr Credit for SWAP Crew[14]	15 Total Credits[15]	16 Proposed Gross Cost per Cust per Month[16]	17 Proposed Net Cost per Cust per Month[16]
508-242-012	American Hospital Management	x	West	1680 Central	147	40	107	107	West	11	1177	5	535	642	$38.52	$0.77	$3.85	$0.50	$3.97	$6.88	$7.56	$14.44	$47.61	$33.17
508-242-015	ANDERSON, GREG	x	West	1660 Central	110	20	90	90	West	11	990	5	450	540	$32.40	$0.65	$3.24	$0.50	$3.97	$5.89	$6.48	$12.36	$40.76	$28.39
508-242-023	LNR Holdings	x	West	1600 Central	104	0	104	104	West	11	1144	5	520	624	$37.44	$0.75	$3.74	$0.50	$3.97	$6.70	$7.37	$14.08	$46.40	$32.33
508-242-024	CVS	x	West	1720 Central	279	50	229	229	West	11	2519	5	1145	1374	$82.44	$1.65	$8.24	$0.50	$3.97	$13.98	$15.38	$29.36	$96.80	$67.44
508-242-025	HASCO STATION, LLC - GAS STATION	x	West	1606 Central	119	30	89	89	West	11	979	5	445	534	$32.04	$0.64	$3.20	$0.50	$3.97	$5.83	$6.41	$12.24	$40.35	$28.11
508-242-029	Chamber of Commerce / Tri counties bank	x	West	1640 Central	296	55	241	241	West	11	2651	5	1205	1446	$86.76	$1.74	$8.68	$0.50	$3.97	$14.68	$16.15	$30.83	$101.64	$70.81
508-242-039	Miller Farms Parcel 2 (south one along nursery wy)	x	West	1595 Nursery	165	20	145	145	West	11	1595	5	725	870	$52.20	$1.04	$5.22	$0.50	$3.97	$9.09	$10.00	$19.09	$62.93	$43.84
508-251-005	D. R. Miller Family LLC	x	West	1836 Central	78	10	68	68	West	11	748	5	340	408	$24.48	$0.49	$2.45	$0.50	$3.97	$4.61	$5.07	$9.67	$31.89	$22.22
508-251-008	Coast Central Credit Union	x	West	1968 Central	250	50	200	200	West	11	2200	5	1000	1200	$72.00	$1.44	$7.20	$0.50	$3.97	$12.29	$13.52	$25.82	$85.11	$59.29
508-251-023	Joyful Healer / Karate dojo	x	West	1944 Central	63	0	63	63	West	11	693	5	315	378	$22.68	$0.45	$2.27	$0.50	$3.97	$4.31	$4.75	$9.06	$29.87	$20.81
508-251-025	Jake Young	x	West	1940 Central	87	34	11	11	West	11	121	5	55	66	$3.96	$0.08	$0.40	$0.50	$3.97	$1.29	$1.41	$2.70	$8.91	$6.20
508-251-026	Shanae Gentlemen	x	West	1936 Central			11	11	West	11	121	5	55	66	$3.96	$0.08	$0.40	$0.50	$3.97	$1.29	$1.41	$2.70	$8.91	$6.20
508-251-027	SHOAIB KHUSHIWAL	x	West	1932 Central			11	11	West	11	121	5	55	66	$3.96	$0.08	$0.40	$0.50	$3.97	$1.29	$1.41	$2.70	$8.91	$6.20
508-251-024	Joyful Healer	x	West				11	11	West	11	121	5	55	66	$3.96	$0.08	$0.40	$0.50	$3.97	$1.29	$1.41	$2.70	$8.91	$6.20
508-251-028	Paul Trapanier (McK Office Supply)	x	West	1928 Central			11	11	West	11	121	5	55	66	$3.96	$0.08	$0.40	$0.50	$3.97	$1.29	$1.41	$2.70	$8.91	$6.20
508-251-034	Burger King	x	West	1645 Heartwood	187	0	187	187	West	11	2057	5	935	1122	$67.32	$1.35	$6.73	$0.50	$3.97	$11.54	$12.69	$24.23	$79.87	$55.64
508-251-035	Starbucks	x	West	1924 Central	119	0	119	119	West	11	1309	5	595	714	$42.84	$0.86	$4.28	$0.50	$3.97	$7.58	$8.33	$15.91	$52.45	$36.54
508-251-045	Miller Farms (Cottage Realty / Humboldt Human Resources)	x	West	1834 Central	98	21	77	77	West	11	847	5	385	462	$27.72	$0.55	$2.77	$0.50	$3.97	$5.13	$5.64	$10.77	$35.52	$24.74
508-251-050	Miller Farm	x	West	1828 Central	189	80	109	109	West	11	1199	5	545	654	$39.24	$0.78	$3.92	$0.50	$3.97	$6.99	$7.69	$14.69	$48.42	$33.73
508-251-059	Cappo Management LXIII, LLC	x	West	1900 Central	250	56	194	194	West	11	2134	5	970	1164	$69.84	$1.40	$6.98	$0.50	$3.97	$11.94	$13.14	$25.08	$82.69	$57.61
509-181-058	Grocery Outlet	x	East	1581 Central	201	25	176	176	East	20	3520	5	880	2640	$158.40	$3.17	$15.84	$0.50	$3.97	$26.27	$28.90	$55.17	$181.88	$126.71
509-181-060	Auto Zone	x	East	1585 Central	125	40	85	85	East	20	1700	5	425	1275	$76.50	$1.53	$7.65	$0.50	$3.97	$13.02	$14.32	$27.35	$90.15	$62.80
509-191-016	Central Station	x	East	1631 Central	160	63	97	97	East	20	1940	5	485	1455	$87.30	$1.75	$8.73	$0.50	$3.97	$14.77	$16.25	$31.01	$102.25	$71.23
509-191-007	Mary Keehn	x	East	1607 Central	102	23	79	79	East	20	1580	5	395	1185	$71.10	$1.42	$7.11	$0.50	$3.97	$12.15	$13.36	$25.51	$84.10	$58.59
509-191-022	Mary Keehn	X	East	1699 Central	35	22	13	13	East	20	260	5	65	195	$11.70	$0.23	$1.17	$0.50	$3.97	$2.54	$2.79	$5.33	$17.57	$12.24
509-191-027	CSK Auto Kragen #1428 C/O Oriely Auto Parts	x	East	1605 Central	119	45	74	74	East	20	1480	5	370	1110	$66.60	$1.33	$6.66	$0.50	$3.97	$11.42	$12.56	$23.98	$79.06	$55.08
509-191-055	JACKSON FOOD	x	East	1697 Central	127	70	57	57	East	20	1140	5	285	855	$51.30	$1.03	$5.13	$0.50	$3.97	$8.94	$9.84	$18.78	$61.93	$43.14
509-221-044	Carmellas	x	East	1701 Central	123	20	103	103	East	20	2060	5	515	1545	$92.70	$1.85	$9.27	$0.50	$3.97	$15.64	$17.21	$32.85	$108.29	$75.45
509-221-047	NORTH COAST NATUROPATHIC	x	East	1727 Central	139	15	20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-048	Steve Curtis	x	East	1715 Central			20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-049	Steve Curtis	x	East	1711 Central			20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-050	Mad River Hospital	x	East	1733 Central			20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-051	Mad River Hospital	x	East	1735 Central			20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-052	AKBARI & MEHTA DENTRAL CORP	x	East	1737 Central			20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-053	Luzmilla's	x	East	1751 Central	173	28	145	145	East	20	2900	5	725	2175	$130.50	$2.61	$13.05	$0.50	$3.97	$21.76	$23.93	$45.69	$150.63	$104.94
509-221-058	Cappo Management LXIII, LLC	x	East	1795 Central	139	26	113	113	East	20	2260	5	565	1695	$101.70	$2.03	$10.17	$0.50	$3.97	$17.10	$18.81	$35.91	$118.37	$82.47
509-221-062	Cappo Management LXIII, LLC	x	East	1781 Central	92	30	62	62	East	20	1240	5	310	930	$55.80	$1.12	$5.58	$0.50	$3.97	$9.67	$10.64	$20.31	$66.97	$46.65
509-232-018	Mickeys Car Dealership	x	East	1901 Central	216	0	216	216	East	20	4320	5	1080	3240	$194.40	$3.89	$19.44	$0.50	$3.97	$32.09	$35.30	$67.40	$222.20	$154.80
509-233-001	LDS Church Heartwood/Central Ave.	x	East	1660 Heartwood	330	0	330	330	East	20	6600	5	1650	4950	$297.00	$5.94	$29.70	$0.50	$3.97	$48.69	$53.56	$102.26	$337.11	$234.85
509-233-002	J.A. Southerland DBA Taco Bell	x	East	1811 Central	65	10	55	55	East	20	1100	5	275	825	$49.50	$0.99	$4.95	$0.50	$3.97	$8.65	$9.52	$18.17	$59.91	$41.74
509-233-005	Mark Rynearson	x	East	1803 Central	75	35	21	21	East	20	420	5	105	315	$18.90	$0.38	$1.89	$0.50	$3.97	$3.70	$4.07	$7.78	$25.64	$17.86
509-233-006	TOM KISSINGER	x	East	1807 Central			21	21	East	20	420	5	105	315	$18.90	$0.38	$1.89	$0.50	$3.97	$3.70	$4.07	$7.78	$25.64	$17.86
509-261-028	Roettger, Timothy	x	East	1955 Central	100	0	100	100	East	20	2000	5	500	1500	$90.00	$1.80	$9.00	$0.50	$3.97	$15.21	$16.73	$31.93	$105.27	$73.34
509-261-029a	Trinity Ballet	x	East	1981 Central	200	20	30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-261-029b	Wright Management Services	x	East	1965 Central			30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-261-029c	Redwood Roots Salon	x	East	1969 Central			30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-261-029d	Edward Jones Co.	x	East	1973 Central			30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-261-029e	Michael & Janelle Jones	x	East	1985 Central			30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-261-029f	Little Ceasars	x	East	1977 Central			30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-262-001	HODGE PROPERTY LLC,	x	East	1933 Central	100	0	100	100	East	20	2000	5	500	1500	$90.00	$1.80	$9.00	$0.50	$3.97	$15.21	$16.73	$31.93	$105.27	$73.34
510-122-005	Les Schwab Tires	x	West	2210 Central	247	80	167	167	West	11	1837	5	835	1002	$60.12	$1.20	$6.01	$0.50	$3.97	$10.37	$11.41	$21.78	$71.80	$50.02
510-122-036	North Coast Chimney Sweep	x	West	2260 Central	200	62	138	138	West	11	1518	5	690	828	$49.68	$0.99	$4.97	$0.50	$3.97	$8.68	$9.55	$18.23	$60.11	$41.88
510-132-007	L&A Enterprise (Vacant lot NW corner pickett & central)	x	West	2160 Central	125	30	95	95	West	11	1045	5	475	570	$34.20	$0.68	$3.42	$0.50	$3.97	$6.18	$6.80	$12.97	$42.77	$29.80
510-132-015	Michael Arneson	x	West	2196 Central	100	35	65	65	West	11	715	5	325	390	$23.40	$0.47	$2.34	$0.50	$3.97	$4.43	$4.87	$9.31	$30.68	$21.37
510-132-031	Piersons City Center L&A enterprises	x	West	City Center	725	50	675	675	West	11	7425	5	3375	4050	$243.00	$4.86	$24.30	$0.50	$3.97	$39.96	$43.95	$83.91	$276.63	$192.72
510-132-032	Lenda Leal	x	West	2192 Central	100	50	50	50	West	11	550	5	250	300	$18.00	$0.36	$1.80	$0.50	$3.97	$3.56	$3.91	$7.47	$24.63	$17.16
510-133-006	Big Oil &Tire	x	West	1980 Central	150	80	70	70	West	11	770	5	350	420	$25.20	$0.50	$2.52	$0.50	$3.97	$4.72	$5.19	$9.92	$32.69	$22.78
510-341-017	Eureka Natural Foods	x	East	2165 Central	270	40	230	230	East	20	4600	5	1150	3450	$207.00	$4.14	$20.70	$0.50	$3.97	$34.13	$37.55	$71.68	$236.31	$164.63
510-341-041	The Club	x	East	2197 Central	115	40	75	75	East	20	1500	5	375	1125	$67.50	$1.35	$6.75	$0.50	$3.97	$11.57	$12.72	$24.29	$80.07	$55.78
510-341-032	Mck Middle School	x	East	2285 Central	432	40	392	392	East	20	7840	5	1960	5880	$352.80	$7.06	$35.28	$0.50	$3.97	$57.72	$63.49	$121.21	$399.61	$278.39
510-341-042	McKinleyville Trailer Park	x	East	2331 Central	208	52	156	156	East	20	3120	5	780	2340	$140.40	$2.81	$14.04	$0.50	$3.97	$23.36	$25.69	$49.05	$161.72	$112.66
510-341-043	Randy or Danny McGaughy	x	East	2375 Central	320	30	290	290	East	20	5800	5	1450	4350	$261.00	$5.22	$26.10	$0.50	$3.97	$42.87	$47.16	$90.03	$296.79	$206.76
510-401-003	MACC VET INC,	x	East	2151 Central	114	0	114	114	East	20	2280	5	570	1710	$102.60	$2.05	$10.26	$0.50	$3.97	$17.24	$18.97	$36.21	$119.38	$83.17
510-401-028	Arcata Fire Protection Dist.	x	East	2149 Central	179	110	69	69	East	20	1380	5	345	1035	$62.10	$1.24	$6.21	$0.50	$3.97	$10.69	$11.76	$22.45	$74.02	$51.57
510-401-006	Joes Green Barn	x	East	2145 Central	144	30	114	114	East	20	2280	5	570	1710	$102.60	$2.05	$10.26	$0.50	$3.97	$17.24	$18.97	$36.21	$119.38	$83.17
510-401-011	Columbia Bank	x	East	2095 Central	110	22	88	88	East	20	1760	5	440	1320	$79.20	$1.58	$7.92	$0.50	$3.97	$13.46	$14.80	$28.26	$93.17	$64.91
510-411-016	Round Table Developmant Corp.	x	East	2023 Central	100	29	71	71	East	20	1420	5	355	1065	$63.90	$1.28	$6.39	$0.50	$3.97	$10.98	$12.08	$23.06	$76.04	$52.97
510-411-032	HODGE PROPERTY LLC,	x	East	2005 Central	98	30	68	68	East	20	1360	5	340	1020	$61.20	$1.22	$6.12	$0.50	$3.97	$10.55	$11.60	$22.15	$73.01	$50.87
510-411-031	HODGE PROPERTY LLC,	x	East	2013 Central	165	40	125	125	East	20	2500	5	625	1875	$112.50	$2.25	$11.25	$0.50	$3.97	$18.85	$20.73	$39.58	$130.47	$90.89
510-481-007	VALADAO, LUIS	x	East	2295/2301 Central	186	30	156	156	East	20	3120	5	780	2340	$140.40	$2.81	$14.04	$0.50	$3.97	$23.36	$25.69	$49.05	$161.72	$112.66
	Monthly TOTALS				Total Linear Feet=		7435	7435			118,667		37175.0	81,492	$4,889.52	$97.79	$488.95	$35.00	$258.04	$833.33	$916.67	$1,750.00	$5,769.30	$4,019.30
	Annual TOTALS														$58,674.24	$1,173.48	$5,867.42	$420.00	$3,096.48	$10,000.00	$11,000.00	$21,000.00	$69,231.63	$48,231.63

Central Avenue Landscape Zone OSMZ #6 2026 Reformation

Rev 11/17/2026

APN	Customer or Business Name		East or West Central	Address	*Total Frontage (ft)	Driveways	*Total Square Feet / *Total Linear Feet / *Assessed Frontage (ft)	1 Assessed Length[1]	2 Side[2]	3 Frontage Depth[3]	4 Total Frontage Area (s.f.)[4]	5 Sidewalk Depth[5]	6 Sidewalk Area (s.f.)[6]	7 Landscape Area: Assessed Square Footage[7]	8 $0.06 Base Cost per s.f. per Month[8]	9 2% Overhead for Insurance[9]	10 10% Overhead Contract Fee[10]	11 $0.50 Cost for Bookeeping[11]	12 Cost for Trail Re-Surfacing[12]	13 10000/yr County Subsidy[13]	14 $11000/yr Credit for SWAP Crew[14]	15 Total Credits[15]	16 Proposed Gross Cost per Cust per Month[16]	17 Proposed Net Cost per Cust per Month[16]
508-242-012	American Hospital Management	x	West	1680 Central	147	40	107	107	West	11	1177	5	535	642	$38.52	$0.77	$3.85	$0.50	$3.97	$6.88	$7.56	$14.44	$47.61	$33.17
508-242-015	ANDERSON, GREG	x	West	1660 Central	110	20	90	90	West	11	990	5	450	540	$32.40	$0.65	$3.24	$0.50	$3.97	$5.89	$6.48	$12.36	$40.76	$28.39
508-242-023	LNR Holdings	x	West	1600 Central	104	0	104	104	West	11	1144	5	520	624	$37.44	$0.75	$3.74	$0.50	$3.97	$6.70	$7.37	$14.08	$46.40	$32.33
508-242-024	CVS	x	West	1720 Central	279	50	229	229	West	11	2519	5	1145	1374	$82.44	$1.65	$8.24	$0.50	$3.97	$13.98	$15.38	$29.36	$96.80	$67.44
508-242-025	HASCO STATION, LLC - GAS STATION	x	West	1606 Central	119	30	89	89	West	11	979	5	445	534	$32.04	$0.64	$3.20	$0.50	$3.97	$5.83	$6.41	$12.24	$40.35	$28.11
508-242-039	Chamber of Commerce / Tri counties bank	x	West	1640 Central	296	55	241	241	West	11	2651	5	1205	1446	$86.76	$1.74	$8.68	$0.50	$3.97	$14.68	$16.15	$30.83	$101.64	$70.81
508-242-039	Miller Farms Parcel 2 (south one along nursery wy)	x	West	1595 Nursery	165	20	145	145	West	11	1595	5	725	870	$52.20	$1.04	$5.22	$0.50	$3.97	$9.09	$10.00	$19.09	$62.93	$43.84
508-251-005	D. R. Miller Family LLC	x	West	1836 Central	78	10	68	68	West	11	748	5	340	408	$24.48	$0.49	$2.45	$0.50	$3.97	$4.61	$5.07	$9.67	$31.89	$22.22
508-251-008	Coast Central Credit Union	x	West	1968 Central	250	50	200	200	West	11	2200	5	1000	1200	$72.00	$1.44	$7.20	$0.50	$3.97	$12.29	$13.52	$25.82	$85.11	$59.29
508-251-023	Joyful Healer / Karate dojo	x	West	1944 Central	63	0	63	63	West	11	693	5	315	378	$22.68	$0.45	$2.27	$0.50	$3.97	$4.31	$4.75	$9.06	$29.87	$20.81
508-251-025	Jake Young	x	West	1940 Central	87	34	11	11	West	11	121	5	55	66	$3.96	$0.08	$0.40	$0.50	$3.97	$1.29	$1.41	$2.70	$8.91	$6.20
508-251-026	Shanae Gentlemen	x	West	1936 Central			11	11	West	11	121	5	55	66	$3.96	$0.08	$0.40	$0.50	$3.97	$1.29	$1.41	$2.70	$8.91	$6.20
508-251-027	SHOAIB KHUSHIWAL	x	West	1932 Central			11	11	West	11	121	5	55	66	$3.96	$0.08	$0.40	$0.50	$3.97	$1.29	$1.41	$2.70	$8.91	$6.20
508-251-024	Joyful Healer	x	West				11	11	West	11	121	5	55	66	$3.96	$0.08	$0.40	$0.50	$3.97	$1.29	$1.41	$2.70	$8.91	$6.20
508-251-028	Paul Trapanier (McK Office Supply)	x	West	1928 Central			11	11	West	11	121	5	55	66	$3.96	$0.08	$0.40	$0.50	$3.97	$1.29	$1.41	$2.70	$8.91	$6.20
508-251-034	Burger King	x	West	1645 Heartwood	187	0	187	187	West	11	2057	5	935	1122	$67.32	$1.35	$6.73	$0.50	$3.97	$11.54	$12.69	$24.23	$79.87	$55.64
508-251-035	Starbucks	x	West	1924 Central	119	0	119	119	West	11	1309	5	595	714	$42.84	$0.86	$4.28	$0.50	$3.97	$7.58	$8.33	$15.91	$52.45	$36.54
508-251-045	Miller Farms (Cottage Realty / Humboldt Human Resources)	x	West	1834 Central	98	21	77	77	West	11	847	5	385	462	$27.72	$0.55	$2.77	$0.50	$3.97	$5.13	$5.64	$10.77	$35.52	$24.74
508-251-050	Miller Farm	x	West	1828 Central	189	80	109	109	West	11	1199	5	545	654	$39.24	$0.78	$3.92	$0.50	$3.97	$6.99	$7.69	$14.69	$48.42	$33.73
508-251-059	Cappo Management LXIII, LLC	x	West	1900 Central	250	56	194	194	West	11	2134	5	970	1164	$69.84	$1.40	$6.98	$0.50	$3.97	$11.94	$13.14	$25.08	$82.69	$57.61
509-181-058	Grocery Outlet	x	East	1581 Central	201	25	176	176	East	20	3520	5	880	2640	$158.40	$3.17	$15.84	$0.50	$3.97	$26.27	$28.90	$55.17	$181.88	$126.71
509-181-060	Auto Zone	x	East	1585 Central	125	40	85	85	East	20	1700	5	425	1275	$76.50	$1.53	$7.65	$0.50	$3.97	$13.02	$14.32	$27.35	$90.15	$62.80
509-191-016	Central Station	x	East	1631 Central	160	63	97	97	East	20	1940	5	485	1455	$87.30	$1.75	$8.73	$0.50	$3.97	$14.77	$16.25	$31.01	$102.25	$71.23
509-191-007	Mary Keehn	x	East	1607 Central	102	23	79	79	East	20	1580	5	395	1185	$71.10	$1.42	$7.11	$0.50	$3.97	$12.15	$13.36	$25.51	$84.10	$58.59
509-191-022	Mary Keehn	x	East	1699 Central	35	22	13	13	East	20	260	5	65	195	$11.70	$0.23	$1.17	$0.50	$3.97	$2.54	$2.79	$5.33	$17.57	$12.24
509-191-027	CSK Auto Kragen #1428 C/O Oriely Auto Parts	x	East	1605 Central	119	45	74	74	East	20	1480	5	370	1110	$66.60	$1.33	$6.66	$0.50	$3.97	$11.42	$12.56	$23.98	$79.06	$55.08
509-191-055	JACKSON FOOD	x	East	1697 Central	127	70	57	57	East	20	1140	5	285	855	$51.30	$1.03	$5.13	$0.50	$3.97	$8.94	$9.84	$18.78	$61.93	$43.14
509-221-044	Carmellas	x	East	1701 Central	123	20	103	103	East	20	2060	5	515	1545	$92.70	$1.85	$9.27	$0.50	$3.97	$15.64	$17.21	$32.85	$108.29	$75.45
509-221-047	NORTH COAST NATUROPATHIC	x	East	1727 Central	139	15	20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-048	Steve Curtis	x	East	1715 Central			20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-049	Steve Curtis	x	East	1711 Central			20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-050	Mad River Hospital	x	East	1733 Central			20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-051	Mad River Hospital	x	East	1735 Central			20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-052	AKBARI & MEHTA DENTRAL CORP	x	East	1737 Central			20.5	20.5	East	20	410	5	103	308	$18.45	$0.37	$1.85	$0.50	$3.97	$3.63	$3.99	$7.62	$25.13	$17.51
509-221-053	Luzmilla's	x	East	1751 Central	173	28	145	145	East	20	2900	5	725	2175	$130.50	$2.61	$13.05	$0.50	$3.97	$21.76	$23.93	$45.69	$150.63	$104.94
509-221-058	Cappo Management LXIII, LLC	x	East	1795 Central	139	26	113	113	East	20	2260	5	565	1695	$101.70	$2.03	$10.17	$0.50	$3.97	$17.10	$18.81	$35.91	$118.37	$82.47
509-221-062	Cappo Management LXIII, LLC	x	East	1781 Central	92	30	62	62	East	20	1240	5	310	930	$55.80	$1.12	$5.58	$0.50	$3.97	$9.67	$10.64	$20.31	$66.97	$46.65
509-232-018	Mickeys Car Dealership	x	East	1901 Central	216	0	216	216	East	20	4320	5	1080	3240	$194.40	$3.89	$19.44	$0.50	$3.97	$32.09	$35.30	$67.40	$222.20	$154.80
509-233-001	LDS Church Heartwood/Central Ave.	x	East	1660 Heartwood	330	0	330	330	East	20	6600	5	1650	4950	$297.00	$5.94	$29.70	$0.50	$3.97	$48.69	$53.56	$102.26	$337.11	$234.85
509-233-002	J.A. Southerland DBA Taco Bell	x	East	1811 Central	65	10	55	55	East	20	1100	5	275	825	$49.50	$0.99	$4.95	$0.50	$3.97	$8.65	$9.52	$18.17	$59.91	$41.74
509-233-005	Mark Rynearson	x	East	1803 Central	75	35	21	21	East	20	420	5	105	315	$18.90	$0.38	$1.89	$0.50	$3.97	$3.70	$4.07	$7.78	$25.64	$17.86
509-233-006	TOM KISSINGER	x	East	1807 Central			21	21	East	20	420	5	105	315	$18.90	$0.38	$1.89	$0.50	$3.97	$3.70	$4.07	$7.78	$25.64	$17.86
509-261-028	Roettger, Timothy	x	East	1955 Central	100	0	100	100	East	20	2000	5	500	1500	$90.00	$1.80	$9.00	$0.50	$3.97	$15.21	$16.73	$31.93	$105.27	$73.34
509-261-029a	Trinity Ballet	x	East	1981 Central	200	20	30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-261-029b	Wright Management Services	x	East	1965 Central			30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-261-029c	Redwood Roots Salon	x	East	1969 Central			30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-261-029d	Edward Jones Co.	x	East	1973 Central			30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-261-029e	Michael & Janelle Jones	x	East	1985 Central			30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-261-029f	Little Ceasars	x	East	1977 Central			30	30	East	20	600	5	150	450	$27.00	$0.54	$2.70	$0.50	$0.66	$4.54	$4.99	$9.52	$31.40	$21.88
509-262-001	HODGE PROPERTY LLC,	x	East	1933 Central	100	0	100	100	East	20	2000	5	500	1500	$90.00	$1.80	$9.00	$0.50	$3.97	$15.21	$16.73	$31.93	$105.27	$73.34
510-122-005	Les Schwab Tires	x	West	2210 Central	247	80	167	167	West	11	1837	5	835	1002	$60.12	$1.20	$6.01	$0.50	$3.97	$10.37	$11.41	$21.78	$71.80	$50.02
510-122-036	North Coast Chimney Sweep	x	West	2260 Central	200	62	138	138	West	11	1518	5	690	828	$49.68	$0.99	$4.97	$0.50	$3.97	$8.68	$9.55	$18.23	$60.11	$41.88
510-132-007	L&A Enterprise (Vacant lot NW corner pickett & central)	x	West	2160 Central	125	30	95	95	West	11	1045	5	475	570	$34.20	$0.68	$3.42	$0.50	$3.97	$6.18	$6.80	$12.97	$42.77	$29.80
510-132-015	Michael Arneson	x	West	2196 Central	100	35	65	65	West	11	715	5	325	390	$23.40	$0.47	$2.34	$0.50	$3.97	$4.43	$4.87	$9.31	$30.68	$21.37
510-132-031	Piersons City Center L&A enterprises	x	West	City Center	725	50	675	675	West	11	7425	5	3375	4050	$243.00	$4.86	$24.30	$0.50	$3.97	$39.96	$43.95	$83.91	$276.63	$192.72
510-132-032	Lenda Leal	x	West	2192 Central	100	50	50	50	West	11	550	5	250	300	$18.00	$0.36	$1.80	$0.50	$3.97	$3.56	$3.91	$7.47	$24.63	$17.16
510-133-006	Big Oil &Tire	x	West	1980 Central	150	80	70	70	West	11	770	5	350	420	$25.20	$0.50	$2.52	$0.50	$3.97	$4.72	$5.19	$9.92	$32.69	$22.78
510-341-017	Eureka Natural Foods	x	East	2165 Central	270	40	230	230	East	20	4600	5	1150	3450	$207.00	$4.14	$20.70	$0.50	$3.97	$34.13	$37.55	$71.68	$236.31	$164.63
510-341-041	The Club	x	East	2197 Central	115	40	75	75	East	20	1500	5	375	1125	$67.50	$1.35	$6.75	$0.50	$3.97	$11.57	$12.72	$24.29	$80.07	$55.78
510-341-032	Mck Middle School	x	East	2285 Central	432	40	392	392	East	20	7840	5	1960	5880	$352.80	$7.06	$35.28	$0.50	$3.97	$57.72	$63.49	$121.21	$399.61	$278.39
510-341-042	McKinleyville Trailer Park	x	East	2331 Central	208	52	156	156	East	20	3120	5	780	2340	$140.40	$2.81	$14.04	$0.50	$3.97	$23.36	$25.69	$49.05	$161.72	$112.66
510-341-043	Randy or Danny McGaughy	x	East	2375 Central	320	30	290	290	East	20	5800	5	1450	4350	$261.00	$5.22	$26.10	$0.50	$3.97	$42.87	$47.16	$90.03	$296.79	$206.76
510-401-003	MACC VET INC,	x	East	2151 Central	114	0	114	114	East	20	2280	5	570	1710	$102.60	$2.05	$10.26	$0.50	$3.97	$17.24	$18.97	$36.21	$119.38	$83.17
510-401-028	Arcata Fire Protection Dist.	x	East	2149 Central	179	110	69	69	East	20	1380	5	345	1035	$62.10	$1.24	$6.21	$0.50	$3.97	$10.69	$11.76	$22.45	$74.02	$51.57
510-401-006	Joes Green Barn	x	East	2145 Central	144	30	114	114	East	20	2280	5	570	1710	$102.60	$2.05	$10.26	$0.50	$3.97	$17.24	$18.97	$36.21	$119.38	$83.17
510-401-011	Columbia Bank	x	East	2095 Central	110	22	88	88	East	20	1760	5	440	1320	$79.20	$1.58	$7.92	$0.50	$3.97	$13.46	$14.80	$28.26	$93.17	$64.91
510-411-016	Round Table Developmant Corp.	x	East	2023 Central	100	29	71	71	East	20	1420	5	355	1065	$63.90	$1.28	$6.39	$0.50	$3.97	$10.98	$12.08	$23.06	$76.04	$52.97
510-411-032	HODGE PROPERTY LLC,	x	East	2005 Central	98	30	68	68	East	20	1360	5	340	1020	$61.20	$1.22	$6.12	$0.50	$3.97	$10.55	$11.60	$22.15	$73.01	$50.87
510-411-031	HODGE PROPERTY LLC,	x	East	2013 Central	165	40	125	125	East	20	2500	5	625	1875	$112.50	$2.25	$11.25	$0.50	$3.97	$18.85	$20.73	$39.58	$130.47	$90.89
510-481-007	VALADAO, LUIS	x	East	2295/2301 Central	186	30	156	156	East	20	3120	5	780	2340	$140.40	$2.81	$14.04	$0.50	$3.97	$23.36	$25.69	$49.05	$161.72	$112.66
	Monthly TOTALS				Total Linear Feet=		7435	7435			118,667		37175.0	81,492	$4,889.52	$97.79	$488.95	$35.00	$258.04	$833.33	$916.67	$1,750.00	$5,769.30	$4,019.30
	Annual TOTALS														$58,674.24	$1,173.48	$5,867.42	$420.00	$3,096.48	$10,000.00	$11,000.00	$21,000.00	$69,231.63	$48,231.63

BOARD OF DIRECTORS
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
CENTRAL AVENUE OPEN SPACE MAINTENANCE ZONERENEWAL ASSESSMENT

ASSESSMENT BALLOT

The McKinleyville Community Services District proposes to renew for five years the Central Avenue Open Space Maintenance Zone (OSMZ) assessment for the maintenance of landscaping, sidewalks and the bridle trail along Central Avenue, generally from School Road to just north of Railroad Drive, as shown on the enclosed Zone map. The assessment serves 65 identified parcels, some of which have multiple utility billing accounts. The proposed assessments and any authorized annual adjustment are described in the accompanying Engineer's Report and property-owner notice.

The work performed by MCSD on the Central Avenue Open Space Management Zone includes:

- Weeding along planter beds and bridle trail; hedging and trimming of shrubs and brushes; pruning of trees and removal of debris; planting and replacement of plants and trees; replacement of mulch as needed; and bridle trail repair, maintenance and resurfacing
- If the proposed assessment is not approved, the District will need to determine whether and how the maintenance program can continue from other lawful funding sources.

This Assessment Ballot is for the use of the owner of the parcel or property identified below, which parcel is within the existing Central Avenue OSMZ and is proposed to be assessed under its five-year renewal. Please advise the Board Secretary of the McKinleyville Community Services District at (707) 839-3251 if the name set forth below is incorrect and you are the new owner or if you are no longer the record owner of this property.

This Assessment Ballot may be used to express either support for or opposition to the proposed Central Avenue OSMZ assessment renewal. In order to be counted, this Assessment Ballot must be signed below by the record owner or by an authorized agent of the record owner. The ballot will be weighted according to the proposed assessment of the identified parcel. Review the accompanying notice for the assessment amount, duration, method of calculation, annual adjustment formula and hearing procedures. Return the completed ballot by mail or personal delivery as follows.

Mail Delivery: Return your signed assessment ballot in the enclosed return envelope, addressed to Board Secretary, McKinleyville Community Services District, 1656 Sutter Road, McKinleyville, CA 95519, with sufficient postage if required**. Mailed** ballots must actually be received before the close of public testimony at the hearing. The District's outgoing envelope containing the formal notice and ballot must conspicuously state "OFFICIAL BALLOT ENCLOSED" in bold type of at least 16 points as required by Government Code section 53753.

Personal Delivery: Signed ballots may be delivered to the Board Secretary at 1656 Sutter Road, McKinleyville, CA 95519, or at the public hearing currently proposed for February 3, 2027, at 6:00 p.m., Azalea Hall, 1620 Pickett Road, McKinleyville, CA 95519, at any time before the close of public testimony.

A timely submitted ballot may be changed or withdrawn before the close of public testimony at the public hearing, subject to Government Code section 53753.

TO CAST THIS BALLOT RETURN ONLY THE PORTION BELOW THIS LINE

ASSESSMENT BALLOT

Assessor's Parcel Number: <<APN (Formatted)>>
Situs Address: <<SITUS Address>> << SITUS Street>>
Initial maximum monthly assessment for this parcel: <<MAXIMUM ASSESSMENT>>. Initial annual equivalent (12 monthly installments): <<INITIAL ANNUAL ASSESSMENT>>. Any later increase is limited to the annual CPI adjustment authorized by the ballot proceeding and described in the mailed notice and Engineer's Report.

Shall the McKinleyville Community Services District renew the Central Avenue OSMZ parcel assessment for five years to fund the specified maintenance services, at the initial parcel assessment stated above and subject only to the annual adjustment method described in the accompanying notice and Engineer's Report?

☐ **YES** ☐ **NO**

I certify that I am a record owner of the identified parcel, or a duly authorized representative of a record owner, and am authorized to submit this Assessment Ballot.

Date: **2027**

Record Owner / Agent Signature

Property Street Address

Printed Name of Record Owner / Agent

DRAFT

Ballots will be examined and tabulated under Government Code section 53753. A ballot may be excluded if:

- it is received after the close of public testimony at the hearing;
- it lacks a signature of a record owner or authorized representative;
- it does not identify the affected parcel or the voter's choice cannot be determined;
- the identity or authorization of the person signing cannot reasonably be verified;
- it has been timely withdrawn or superseded by a valid changed ballot;
- it is a duplicate ballot that cannot lawfully be counted separately; or
- it is otherwise invalid under applicable law, as determined by the independent ballot tabulator.

DRAFT

McKINLEYVILLE COMMUNITY SERVICES DISTRICT

NOTICE OF PUBLIC HEARING AND PROPOSED ASSESSMENT

CENTRAL AVENUE OPEN SPACE MAINTENANCE ZONE

On December 2, 2026, by its Resolution No. 2026-34 the Board of Directors of the McKinleyville Community Services District proposed to renew the assessment levied in connection with Central Avenue Open Space Maintenance Zone # 6 ("Zone #6"). The Assessment is collected on the water bills for parcels on the portion of Central Avenue that contain frontage landscaping that is maintained by the District. You are being provided this notice because the District's records show that you are the property owner responsible for payment of a portion of this assessment.

The purpose of the Zone #6 assessment is to fund the maintenance of the 86,874 square feet of publicly maintained landscaping fronting Central Avenue, as well as resurfacing and maintaining the gravel bridle trail. The assessment was first levied in 1997. The District's practice has been to renew the assessments every five years. The most recent assessment expired in January 2027. It is proposed to renew the assessment for the period beginning February 3, 2027 and ending December 31, 2031.

The District's anticipated annual cost of frontage landscape maintenance is $48,231.68 (reduced from $69,231.63 by a $10,000 county subsidy and a $11,000 "swap crew" credit). This cost will be assessed to each parcel in proportion to the square feet of frontage landscaping adjacent to the parcel. Annual costs for the bridle trail and administration of the assessment total $3,096.48. These costs will be assessed with each parcel paying an equal share.

The proposed monthly assessment for each parcel is $3.97, plus $0.50 admin, plus $0.0672 per square foot of frontage landscaping. This monthly assessment (aside from fifty cents per month that is collected for assessment administration) may be adjusted once each January 1 by the percentage increase, if any, in the not-seasonally-adjusted Consumer Price Index for All Urban Consumers (CPI-U), All Items, for the San Francisco-Oakland-Hayward, California area, as published by the U.S. Bureau of Labor Statistics, comparing the December index for the preceding year with the December index for the year before that. However, in no event will the assessment rate exceed the anticipated cost of providing services.

Reference is made to the Engineer's Report for the proposed Zone (which is available on the District's website, mckinleyvillecsd.ca.gov) for a more complete description of the facilities and landscaping to be maintained and operated, as well as a map of the Zone.

Public Hearing

On **February 3, 2027 at 6:00 pm at Azalea Hall, 1620 Pickett Road, McKinleyville, CA** the Board of Directors of the CSD will hold a public hearing on the proposed assessment. At the hearing, the Board will consider oral and written testimony (and written objections and protests) regarding the proposed assessments. The enclosed assessment ballot may be returned to the CSD at the hearing or may be mailed or hand delivered to the CSD prior to the hearing. The Board will not impose the assessment if, upon the conclusion of the hearing, ballots submitted in opposition to the assessment exceed the ballots submitted in favor of the assessment. In tabulating the ballots, the ballots will be weighted according to the proportional financial obligation of the affected property (i.e. the amount of the assessment). If the assessment fails, the property owners will become responsible for the maintenance of their frontage areas.

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

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McKinleyville Community Services District

Central Avenue Open Space Zone 2026 Reformation





Central Avenue Open Space Zone

- Enhances the downtown McKinleyville area and businesses.
- Having trees and landscaping throughout the community provide special benefits to local business owners and community members.
- Provides an aesthetically pleasing experience throughout the McKinleyville shopping and business district.



History



1997 – Open Space was first established and approved by voters through Proposition 218 with a 5-year “sunset clause” requiring MCSD to reform the zone every 5-years. Work was contracted.

2000 – Zone approved by voters and was expanded to include eastern Central Avenue just south of school Road. Work was contracted.

2005 – Zone approved by voters, MCSD employees took over the maintenance of the zone.

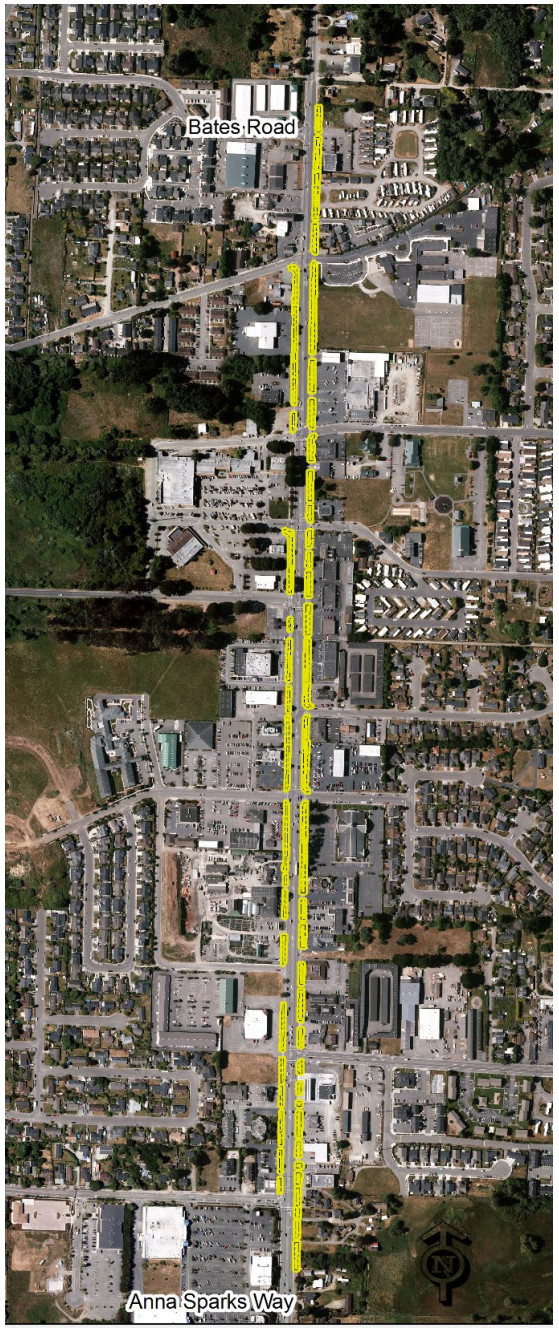
2010 – Zone approved by voters, included the installation and hanging of banners.

2016 – Zone approved by voters, included newly developed businesses, re-assessed frontages.

2021 – Zone Reassessment reapproved in 2021

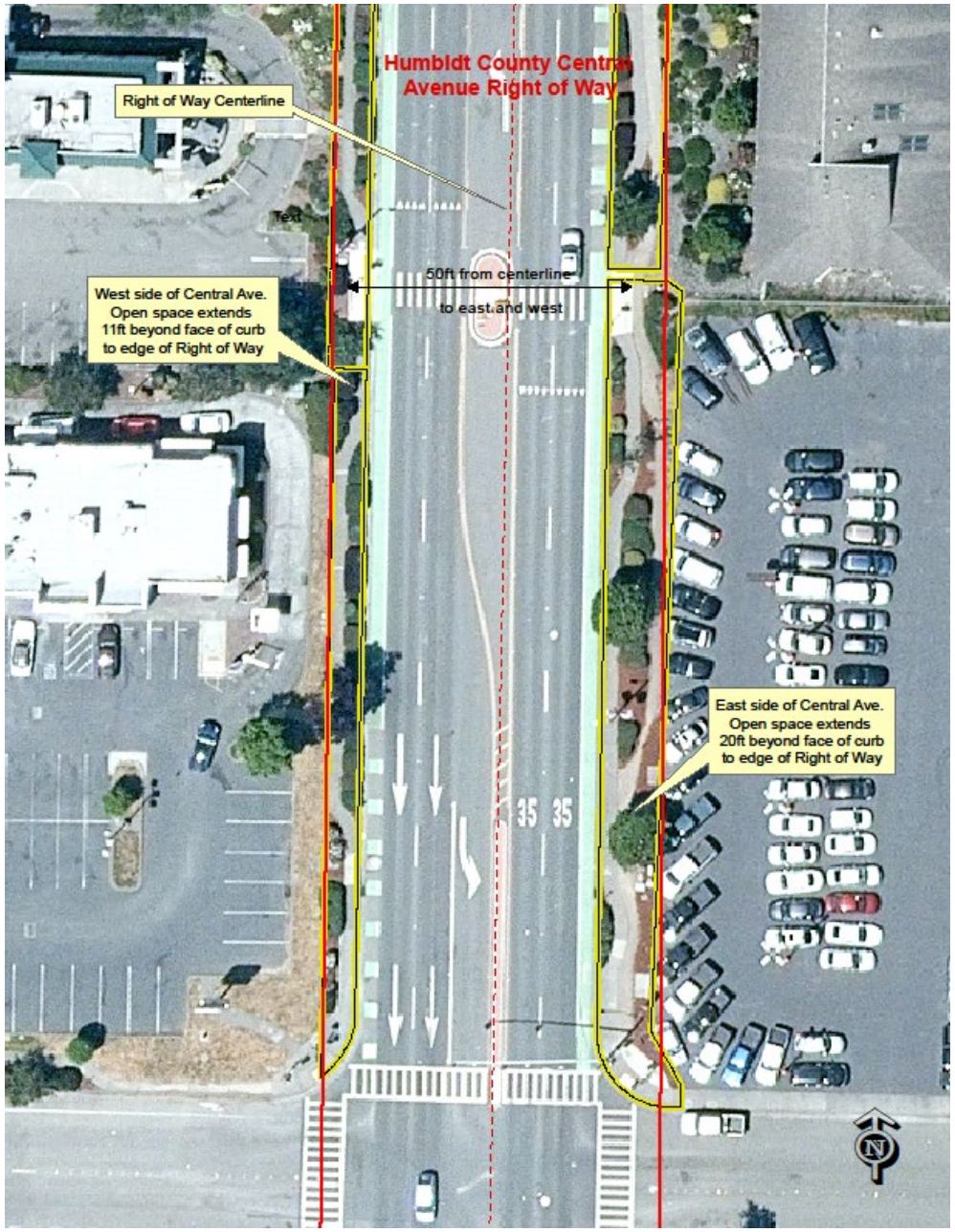
The Zone

- The zone extends from just south of School Road at Anna Sparks Way to just north of Bates Rd.
- Western portion extends 11 feet west from face of curb and includes planter beds and a sidewalk.
- Eastern portion extends 20 feet from face of curb to the east and includes planter beds a sidewalk and a 5ft wide bridal trail.



The Customers

- **65 Parcels**
  - Properties include mostly commercial businesses with a few private residences.



Maintenance Activities



Maintenance activities for the landscape zone shall include:

- **Weeding**: Weed removal along planter beds and bridal trail.
- **Hedging**: Hedging and trimming of shrubs, bushes and hedges.
- **Pruning:** Pruning of trees and removal of debris as needed.
- **Planting:** Planting of new plants or replacement of plants.
- **Mulching:** Areas are refreshed with new mulch as needed.
- **Trail Repair and Maintenance**: Bridal trail is maintained monthly with planned re-surfacing every five years.



Assessment Calculations

- Uses Humboldt County Assessor Maps to determine linear frontage.
- All Driveways and entry point footages were subtracted.
- Linear feet was multiplied by depth of zone. 11ft for west side, 20ft for east side.
- Area of sidewalks were calculated and subtracted from the area.
- Determines Assessed Square Footage: which is the landscape area to be paid by each parcel.
- Applies same method to both sides of zone.



The Fees



Monthly Fees Include

- The cost of conducting maintenance: $.05/square foot per month
- 2% overhead for insurance costs
- 10% for overhead and contract fees
- $.50 added to each account per month for bookkeeping costs

Proposition 218 Process

Proposition 218: The "Right to Vote on Taxes Act" 1996. Limits the methods by which local governments can create or increase taxes, fees and charges without taxpayer consent. Proposition 218 requires voter approval prior to imposition or increase of general taxes, assessments, and certain user fees.



Reformation Approval

1. Follows Proposition 218 process.
2. Created with a 5-year “Sunset Clause”. Zone must be re-assessed and voted on every 5-years.
3. Assessments must include an Engineers Report. Report Includes:
   - Zone Background & Description.
   - Assessment of fees.
   - Ensures assessments are apportioned by a formula that fairly distributes the net cost in accordance with general and special benefits that are received.
   - Include an annual inflation rate adjustment .
4. If Board approved, ballots and informational letter will be mailed to property owners December 4th.
5. Property owners vote on assessment and reformation.
6. The District holds a Public Hearing to tally votes on reformation, which will be at the February 3, 2027 regular Board meeting.

THANK YOU

ANY QUESTIONS



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McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **ACTION**

ITEM: E.5 **Consider Second Reading and Adoption of Ordinance 2026-07 Amending Regulation 40 – Parks and Recreation Committee (PARC) of the MCSD Rules and Regulations**

PRESENTED BY: **Kirsten Messmer, Parks & Recreation Director**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the information provided, discuss, take public comment, and approve the second reading and Adoption of Ordinance 2026-07, **Attachment 2**, amending Regulation 40 – Parks and Recreation Committee (PARC) of the McKinleyville Community Services District Rules and Regulations, by title only.

Discussion:

Regulation 40 of the MCSD Rules and Regulations establishes the PARC Committee's membership, responsibilities, and operating procedures.

During at least two previous PARC meetings, the Committee was unable to establish a quorum, falling short by just one voting member on both occasions. As a result, the Committee was unable to conduct official business.

Staff proposes amending Regulation 40 to designate the Parks and Recreation Director, or the Director's designee, as an ex officio voting member of PARC. The Parks and Recreation Director, or the Director's designee, is already required to attend PARC meetings to provide staff support and facilitate the Committee meeting. By establishing this position as a voting member, the total number of regular voting members would increase from ten (10) to eleven (11), while the number of voting members required to establish a quorum would remain unchanged at six (6). This adjustment would provide additional flexibility in achieving a quorum without increasing the minimum number of members required to conduct business.

Additionally, the proposed amendments include revisions to Rule 40.06, Absences, to more clearly define attendance expectations and establish a process for addressing repeated absences. These changes are intended to promote accountability, encourage regular participation, and help ensure that Committee positions are filled by members who can consistently attend meetings.

The proposed amendments also include minor administrative corrections, grammatical revisions, and clarifications throughout Regulation 40 to improve consistency and readability.

The proposed revisions to Regulation 40 are included as **Attachment 1** for the Board's review and consideration.

This is the second reading of this Ordinance. Should the Board approve the second reading and adoption, the Ordinance will take effect on January 1, 2027.

Alternatives:

None

Fiscal Analysis:

None

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Attachment 1 - Draft Regulation 40 - Parks And Recreation Committee

Attachment 2 – Ordinance 2026-07

ARTICLE IV - PARKS AND RECREATION

REGULATION 40 - PARKS AND RECREATION COMMITTEE

Rule 40.01. MEMBERSHIP - the McKinleyville Community Services District Parks and Recreation Committee shall consist of twelve (12) members and two (2) alternate members who shall serve without compensation and are selected as follows:

(a) One (1) non-voting member shall be a member of the District Board.

(b) The remaining eleven (11) members will be regular voting members. Of the eleven (11) regular voting members, one (1) will be a member of the McKinleyville Area Fund Board of Directors nominated by the McKinleyville Area Fund Board of Directors and one (1) will be the Parks & Recreation Director or a staff member designated by the Director.

(c) When possible two (2) of the eleven (11) regular voting members shall be High School students, nominated by the McKinleyville High School Principal.

(d) The two (2) alternate members will not become voting members unless a regular voting member is absent. In the event that both alternates are present when only one regular member is absent, the alternates will decide upon which of the two (2) will fill the absent chair by a mutually agreed upon method. In the event the alternates cannot determine a method of decision, the committee chair will choose an appropriate decision-making method.

(e) All members of the Parks and Recreation Committee will represent to the extent possible various recreational and outdoor interests of the community including but not limited to business, environmental, equestrian, sports, seniors, trails and youth. Recommendations for appointment may be made by the then current members of the committee.

(f) Any citizen, residing in the service area of the McKinleyville Community Services District may apply to the District Board for appointment to fill vacant seats on the Parks and Recreation Committee.

Rule 40.02. APPOINTMENT - the committee members shall be appointed as follows:

(a) The Board of Directors shall announce each vacancy and shall state they are seeking applicants, setting forth the qualifications, if any required.

(b) The Board of Directors shall review each applicant, after which a majority of the Board of Directors, may select the most qualified to fill the vacancy.

Rule 40.03. MEMBER QUALIFICATIONS - all members, other than the high school member, shall be resident electors of the McKinleyville Community Services District; the student members shall be a resident of McKinleyville. The Parks & Recreation Director, or the Director's designee, shall serve as an ex officio voting member and shall not be subject

to the residency requirements of this rule. No members of the Parks and Recreation Committee shall be a family member or related to a current MCSD Board Member.

Rule 40.04. TERMS OF OFFICE -the committee members shall serve terms as follows:

(a) Appointment of District Board Members shall be for a term of one (1) year. Such member shall be a non-voting member.
(b) Appointment of the McKinleyville Area Fund member and non-student community members shall be for a term of four (4) years. The term for student members shall be up to 4 years, limited by their High School graduation date.
(c) Terms of the other non-Board of Director committee members shall be staggered so that no more than two (2) terms shall expire in any given year.
(d) The annual expiration date of appointment shall be January 31st.

Rule 40.05. REMOVAL - members of the Committee may be removed by a majority vote of the District Board of Directors.

Rule 40.06. ABSENCES - Appointed members are expected to attend all regular meetings. If an appointed member is absent from two (2) consecutive regular meetings or from more than fifty percent (50%) of the regular meetings held during any twelve (12) month period, without prior notice or good cause, the Parks & Recreation Director may recommend to the Board of Directors that the position be declared vacant. The Board of Directors may declare the position vacant and proceed to fill the vacancy by appointment.

Rule 40.07. ELECTION OF OFFICERS - the Committee shall, as soon as is practical, after the time of the annual appointment of a member or members to such Committee, elect its' officers. No member shall hold the same office for more than two (2) consecutive years.

Rule 40.08. OFFICERS - the Committee shall elect a Chairperson and Vice-Chairperson from among its members. The Committee shall elect a Secretary from among its members to complete meeting minutes.

Rule 40.09. MEETINGS - the Committee shall hold regularly scheduled meetings in the Conference Room of the District Office, or at such other place within the District as may be designated by the Committee and may hold such additional meetings as it may deem necessary or expedient. All meetings must be noticed in compliance with state and federal laws.

Rule 40.10. TIME/LOCATION OF MEETINGS - the time of the regular meetings shall be as established from time to time by the committee members.

Rule 40.11. QUORUM - a majority of the Committee shall constitute a quorum for the purpose of transacting business of the Committee.

Rule 40.12. RECORDS - written records of all the proceedings, findings, determinations and transactions of the Committee shall be kept, which record shall be a public record and a copy of which record shall be filed with the District Board Secretary.

Rule 40.13. POWERS AND DUTIES - the Parks and Recreation Committee shall have the following powers and duties:

(a) To serve in an advisory capacity to the Board of Directors and District Staff in all matters pertaining to public recreation, parks, open spaces, natural resources and their respective facilities;
(b) To make recommendations to the Board of Directors and District Staff with respect to the provisions of the annual budget for recreation and parks purposes;
(c) To recommend to the Board of Directors acceptance or rejection of offers of donations of money, personal property and real property to be used for open space, recreation, resource management, and parks purposes;
(d) To recommend to the Board of Directors a comprehensive recreation, park, and open space management services program for the inhabitants of the District, to promote and stimulate public interest therein, and to solicit to the fullest extent the cooperation of school authorities and other public and private agencies interested therein;
(e) To recommend for adoption by the Board of Directors rules and regulations for the use and improvement of the District's recreation services and parks and their respective facilities;
(f) To recommend to the Board of Directors and District staff policies for the acquisition, development and improvement of recreation, parks and open space areas; and
(g) To perform such other duties relating to recreation and park matters as may be prescribed by the Board of Directors.

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ORDINANCE NO. 2026-07

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT AMENDING REGULATION 40 – RECREATION AND PARKS COMMITTEE OF THE DISTRICT'S RULES AND REGULATIONS

WHEREAS, the McKinleyville Community Services District (the "District") is organized and operates pursuant to the Community Services District Law, Government Code section 61000 et seq.; and

WHEREAS, Regulation 40 of the District's Rules and Regulations establishes the membership, responsibilities, and operating procedures of the Parks and Recreation Committee (PARC), and the Committee has had difficulties establishing a quorum for regular meetings; and

WHEREAS, the Board of Directors finds that designating the Parks and Recreation Director, or the Director's designee, who already attends PARC meetings to provide staff support and facilitate meetings, as an ex officio voting member will increase the number of regular voting members from ten (10) to eleven (11), while retaining the existing quorum requirement of six (6) voting members; and

WHEREAS, the proposed revisions to Rule 40.06, Absences, are intended to clarify attendance expectations and establish a process for addressing repeated absences, and the proposed amendments also include minor administrative corrections, grammatical revisions, and clarifications throughout Regulation 40; and

WHEREAS, the Board finds that these amendments will provide additional flexibility in achieving a quorum without increasing the minimum number of voting members required to conduct business, promote accountability and regular participation, and improve the consistency and readability of Regulation 40.

NOW, THEREFORE, the Board of Directors of the McKinleyville Community Services District ordains that Regulation 40 of the District's Rules and Regulations be amended as follows:

ARTICLE IV - PARKS AND RECREATION

REGULATION 40 - PARKS AND RECREATION COMMITTEE

Rule 40.01. MEMBERSHIP - the McKinleyville Community Services District Parks and Recreation Committee shall consist of twelve (12) members and two (2) alternate members who shall serve without compensation and are selected as follows:

(a) One (1) non-voting member shall be a member of the District Board.

(b) The remaining eleven (11) members will be regular voting members. Of the eleven (11) regular voting members, one (1) will be a member of the McKinleyville Area Fund Board of Directors nominated by the McKinleyville Area Fund Board of

Directors and one (1) will be the Parks & Recreation Director or a staff member designated by the Director.

(c) When possible two (2) of the eleven (11) regular voting members shall be High School students, nominated by the McKinleyville High School Principal.

(d) The two (2) alternate members will not become voting members unless a regular voting member is absent. In the event that both alternates are present when only one regular member is absent, the alternates will decide upon which of the two (2) will fill the absent chair by a mutually agreed upon method. In the event the alternates cannot determine a method of decision, the committee chair will choose an appropriate decision-making method.

(e) All members of the Parks and Recreation Committee will represent to the extent possible various recreational and outdoor interests of the community including but not limited to business, environmental, equestrian, sports, seniors, trails and youth. Recommendations for appointment may be made by the then current members of the committee.

(f) Any citizen, residing in the service area of the McKinleyville Community Services District may apply to the District Board for appointment to fill vacant seats on the Parks and Recreation Committee.

Rule 40.02. APPOINTMENT - the committee members shall be appointed as follows:

(a) The Board of Directors shall announce each vacancy and shall state they are seeking applicants, setting forth the qualifications, if any required.

(b) The Board of Directors shall review each applicant, after which a majority of the Board of Directors, may select the most qualified to fill the vacancy.

Rule 40.03. MEMBER QUALIFICATIONS - all members, other than the high school member, shall be resident electors of the McKinleyville Community Services District; the student members shall be a resident of McKinleyville. The Parks & Recreation Director, or the Director's designee, shall serve as an ex officio voting member and shall not be subject to the residency requirements of this rule. No members of the Parks and Recreation Committee shall be a family member or related to a current MCSD Board Member.

Rule 40.04. TERMS OF OFFICE -the committee members shall serve terms as follows:

(a) Appointment of District Board Members shall be for a term of one (1) year. Such member shall be a non-voting member.

(b) Appointment of the McKinleyville Area Fund member and non-student community members shall be for a term of four (4) years. The term for student members shall be up to 4 years, limited by their High School graduation date.

(c) Terms of the other non-Board of Director committee members shall be staggered so that no more than two (2) terms shall expire in any given year.

(d) The annual expiration date of appointment shall be January 31st.

Rule 40.05. REMOVAL - members of the Committee may be removed by a majority vote of the District Board of Directors.

Rule 40.06. ABSENCES - Appointed members are expected to attend all regular meetings. If an appointed member is absent from two (2) consecutive regular meetings or from more than fifty percent (50%) of the regular meetings held during any twelve (12) month period, without prior notice or good cause, the Parks & Recreation Director may recommend to the Board of Directors that the position be declared vacant. The Board of Directors may declare the position vacant and proceed to fill the vacancy by appointment.

Rule 40.07. ELECTION OF OFFICERS - the Committee shall, as soon as is practical, after the time of the annual appointment of a member or members to such Committee, elect its' officers. No member shall hold the same office for more than two (2) consecutive years.

Rule 40.08. OFFICERS - the Committee shall elect a Chairperson and Vice-Chairperson from among its members. The Committee shall elect a Secretary from among its members to complete meeting minutes.

Rule 40.09. MEETINGS - the Committee shall hold regularly scheduled meetings in the Conference Room of the District Office, or at such other place within the District as may be designated by the Committee and may hold such additional meetings as it may deem necessary or expedient. All meetings must be noticed in compliance with state and federal laws.

Rule 40.10. TIME/LOCATION OF MEETINGS - the time of the regular meetings shall be as established from time to time by the committee members.

Rule 40.11. QUORUM - a majority of the Committee shall constitute a quorum for the purpose of transacting business of the Committee.

Rule 40.12. RECORDS - written records of all the proceedings, findings, determinations and transactions of the Committee shall be kept, which record shall be a public record and a copy of which record shall be filed with the District Board Secretary.

Rule 40.13. POWERS AND DUTIES - the Parks and Recreation Committee shall have the following powers and duties:

(a) To serve in an advisory capacity to the Board of Directors and District Staff in all matters pertaining to public recreation, parks, open spaces, natural resources and their respective facilities;
(b) To make recommendations to the Board of Directors and District Staff with respect to the provisions of the annual budget for recreation and parks purposes;

(c) To recommend to the Board of Directors acceptance or rejection of offers of donations of money, personal property and real property to be used for open space, recreation, resource management, and parks purposes;
(d) To recommend to the Board of Directors a comprehensive recreation, park, and open space management services program for the inhabitants of the District, to promote and stimulate public interest therein, and to solicit to the fullest extent the cooperation of school authorities and other public and private agencies interested therein;
(e) To recommend for adoption by the Board of Directors rules and regulations for the use and improvement of the District's recreation services and parks and their respective facilities;
(f) To recommend to the Board of Directors and District staff policies for the acquisition, development and improvement of recreation, parks and open space areas; and
(g) To perform such other duties relating to recreation and park matters as may be prescribed by the Board of Directors.

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

Introduced at a regular meeting of the Board of Directors held on November 4, 2026 and passed and adopted by the Board of Directors on _____ upon the motion of Director_____ and seconded by Director _____ and by the following polled vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Dennis Mayo, Board President

Attest:

_____
Joseph Blaine, CMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **ACTION**

ITEM: E.6 **Consider Second Reading and Adoption of Ordinance 2026-08 Amending Regulation 43 – Operation of Hiller Park & Sports Site of the MCSD Rules and Regulations**

PRESENTED BY: **Kirsten Messmer, Parks & Recreation Director**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the information provided, discuss, take public comment, and approve the second reading and adoption of Ordinance 2026-08, **Attachment 2**, amending Regulation 43 – Operation of Hiller Park and Sports Site of the McKinleyville Community Services District Rules (MCSD) and Regulations by title only.

Discussion:

Regulation 43 of the MCSD Rules and Regulations currently establishes rules governing the operation and use of Hiller Park. However, the existing regulation does not specifically address the Hiller Sports Site, which includes four (4) baseball/softball fields, four (4) soccer/turf fields, batting cages, restrooms, and a concession stand.

Staff proposes amending Regulation 43 to formally incorporate the Hiller Sports Site and establish clear rules and guidelines for its operation and use. These additions are consistent with the District's existing regulations for Pierson Park and the McKinleyville BMX Track and Park, providing greater consistency in the management of District parks and recreational facilities.

The proposed amendments establish general rules of conduct, athletic field use and closures, batting cage use, restroom and concession facility operations, and organized use and reservation requirements. The revisions also formalize the priority use of designated athletic fields by nonprofit youth sports organizations operating under existing agreements with the District. These provisions clarify the responsibilities of authorized leagues, the availability of fields for general public use, and the District's authority to manage field conditions, scheduling, and maintenance.

Additionally, the proposed changes provide clearer guidelines for protecting athletic fields and facilities from damage, ensuring public safety, and maintaining recreational opportunities for the community. Minor grammatical corrections and clarifications to existing language are also included.

The proposed revisions to Regulation 43 are included as **Attachment 1** for the Board's review and consideration.

This is the second reading of this Ordinance. Should the Board approve the second reading and adoption, the Ordinance will take effect on January 1, 2027

Alternatives:

None

Fiscal Analysis:

None

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Attachment 1 - Draft Regulation 43 - Operation of Hiller Park and Sports Site

Attachment 2 – Ordinance 2026-08

REGULATION 43 - OPERATION OF HILLER PARK & SPORTS SITE

Rule 43.01. PICNIC AREA USE - the picnic area and playground is defined as the fenced in area of the park east of the perimeter of the Botanical Garden. Individuals or organizations desiring organized use of any portion of the picnic area in Hiller Park for the purpose of holding organized functions, may do so by reserving the space through the completion of a Park Reservation Form and paying the associated fees.

Rule 43.02. PETS - the designated off leash area is defined as the area west of the split rail fence, south of the wastewater treatment plant, and east of the fork in the trails that head west to the bluffs and north around the treatment plant. Horses are prohibited in the picnic area.

Rule 43.03. FIRES - fires will be allowed on grounds only in those areas equipped with District provided equipment, and in portable barbecues designed for the containment of fires.

Rule 43.04. OVERNIGHT USE PROHIBITED - there is to be no camping or loitering on the park grounds or structures between sunset and sunrise unless an explicit written permission and a use agreement for overnight use are first obtained from the District.

Rule 43.05. HILLER SPORTS SITE - The Hiller Sports Site is defined as the designated athletic complex within Hiller Park consisting of four (4) baseball/softball fields, four (4) soccer/turf fields, batting cages, restrooms, a concession stand, and associated grounds and facilities.

The Hiller Sports Site is available for recreational and athletic activities during posted operating hours, subject to scheduled league activities, maintenance closures, weather conditions, or when reserved through a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit.

Use of athletic fields and associated facilities shall be subject to all posted rules, regulations, and District policies.

Patrons of the Hiller Sports Site shall:

a) Be courteous and respectful to other users, spectators, District staff, and authorized league representatives.

b) Use athletic fields and facilities only for their intended recreational purposes unless otherwise authorized by the District.

c) Not enter or use fields or facilities that are closed, reserved, or otherwise posted as unavailable.

d) Not operate motorized vehicles, including motorcycles, electric bicycles, or recreational vehicles, on athletic fields or other areas not designated for vehicle use, except for authorized maintenance or emergency purposes.
e) Dogs and other animals are prohibited within the entire Hiller Sports Site.
f) Not bring glass containers onto athletic playing fields.
g) Not consume alcohol within Hiller Sports Site.
g) Not smoke or vape within the Hiller Sports Site.
h) Not damage, remove, or alter field equipment, fencing, irrigation systems, goals, bases, or other District property.
i) Not conduct activities that may damage playing surfaces or create unsafe conditions for other users.
j) Properly dispose of trash and other waste in designated receptacles.
k) Report hazardous conditions or damaged facilities to the MCSD Parks & Recreation Department at (707) 839-9003.
l) Obey all posted signage, field closures, and directions issued by authorized District personnel.

Rule 43.06. ATHLETIC FIELD CLOSURES - The District may close any athletic field or associated facility due to wet weather, saturated or unsafe playing surfaces, maintenance, repairs, scheduled events, or other operational needs.

Patrons shall not enter or use any field or facility that is closed or posted as unavailable. Field closures shall remain in effect until lifted by authorized District personnel.

The District reserves the right to restrict or suspend activities that may cause damage to athletic fields, turf, irrigation systems, or other facilities, or that may create unsafe conditions.

Rule 43.07. YOUTH SPORTS LEAGUE PRIORITY USE AND MAINTENANCE - The District maintains contracts with various nonprofit youth sports organizations for the scheduled use of designated athletic fields and associated facilities at the Hiller Sports Site.

Pursuant to these contracts, authorized youth sports leagues shall have priority use of their designated fields during their respective contracted seasons for scheduled practices, games, tournaments, field preparation, and other approved league activities.

During scheduled league use, designated fields and associated facilities may be unavailable for general public use or other organized activities.

Authorized leagues shall be responsible for field preparation, routine maintenance, cleanup, and other duties as specifically identified in their respective contracts with the District.

Priority use shall be limited to the fields, facilities, dates, times, and activities authorized under each contract and shall not constitute exclusive use of the Hiller Sports Site outside of those provisions.

The District retains authority over all athletic fields and facilities, including scheduling, maintenance, closures, repairs, and the approval of other recreational uses. The District reserves the right to close or restrict use of any field or facility due to unsafe conditions, maintenance requirements, or other operational needs, regardless of scheduled league activities.

Rule 43.08. BATTING CAGES - The batting cages are defined as the designated enclosed batting practice facility located within the Hiller Sports Site.

Use of the batting cages is subject to District authorization, scheduled league activities, and any applicable reservations or use agreements.

Patrons of the batting cages shall:

a) Use the facility only for its intended batting and athletic training purposes.
b) Follow all posted safety rules and instructions.
c) Keep spectators and individuals not actively participating in batting activities outside of designated batting areas.
d) Not climb on, alter, or damage fencing, netting, equipment, or other facility components.
e) Not use the batting cages when unsafe conditions exist or when the facility is closed.
f) Ensure that minors are appropriately supervised during use of the facility.

Rule 43.09. RESTROOMS AND CONCESSION FACILITIES - Restrooms and the concession stand located within the Hiller Sports Site are District facilities and shall be operated and maintained in accordance with District policies and any applicable contracts or use agreements.

Restroom availability may be limited based on scheduled activities, staffing, maintenance, seasonal operations, or other operational needs.

Use or operation of the concession stand shall require prior District authorization and shall be subject to all applicable permits, health regulations, contractual requirements, and District policies.

Unauthorized access to or use of concession facilities, storage areas, utility rooms, and other restricted areas is prohibited.

Rule 43.10. ORGANIZED USES AND FIELD RESERVATIONS - Individuals or organizations desiring organized use of athletic fields or other designated facilities within the Hiller Sports Site shall obtain the appropriate District reservation or use permit and pay

all applicable fees, unless otherwise authorized through an existing contract or written agreement with the District.

Organized use includes, but is not limited to, scheduled practices, games, tournaments, clinics, camps, and other group activities requiring reserved or exclusive use of a field or facility.

Reservations and permits are subject to field availability, existing youth sports league contracts, maintenance schedules, and District approval.

Casual recreational use of athletic fields may be permitted on a first-come, first-served basis when fields are open, not reserved, and not otherwise restricted by the District. Such use shall not interfere with authorized activities or result in damage to athletic fields or facilities.

The District reserves the right to deny, modify, suspend, or revoke use authorization when necessary to protect public safety, preserve District facilities, or ensure compliance with District regulations and applicable agreements.

ORDINANCE NO. 2026-08

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT AMENDING REGULATION 43 – OPERATION OF HILLER PARK AND SPORTS SITE OF THE DISTRICT'S RULES AND REGULATIONS

WHEREAS, the McKinleyville Community Services District (the "District") is organized and operates pursuant to the Community Services District Law, Government Code section 61000 et seq.; and

WHEREAS, Regulation 43 of the District's Rules and Regulations currently establishes rules governing the operation and use of Hiller Park but does not specifically address the Hiller Sports Site, which includes four (4) baseball/softball fields, four (4) soccer/turf fields, batting cages, restrooms, and a concession stand; and

WHEREAS, the District desires to formally incorporate the Hiller Sports Site into Regulation 43 and establish clear rules and guidelines for its operation and use, consistent with the District's existing regulations for Pierson Park and the McKinleyville BMX Track and Park; and

WHEREAS, the proposed amendments address general rules of conduct, athletic field use and closures, batting cage use, restroom and concession facility operations, and organized use and reservation requirements, and formalize priority use of designated athletic fields by nonprofit youth sports organizations operating under existing agreements with the District; and

WHEREAS, the proposed amendments clarify the responsibilities of authorized leagues, the availability of fields for general public use, and the District's authority to manage field conditions, scheduling, and maintenance, and provide clearer guidelines for protecting athletic fields and facilities from damage, ensuring public safety, and maintaining recreational opportunities for the community, together with minor grammatical corrections and clarifications to existing language;

NOW, THEREFORE, the Board of Directors of the McKinleyville Community Services District ordains that Regulation 43 – Operation of Hiller Park and Sports Site of the District's Rules and Regulations is amended as follows:

REGULATION 43 - OPERATION OF HILLER PARK & SPORTS SITE

Rule 43.01. PICNIC AREA USE - the picnic area and playground is defined as the fenced in area of the park east of the perimeter of the Botanical Garden. Individuals or organizations desiring organized use of any portion of the picnic area in Hiller Park for the purpose of holding organized functions, may do so by reserving the space through the completion of a Park Reservation Form and paying the associated fees.

Rule 43.02. PETS - the designated off leash area is defined as the area west of the split rail fence, south of the wastewater treatment plant, and east of the fork in the trails that head west to the bluffs and north around the treatment plant. Horses are prohibited in the picnic area.

Rule 43.03. FIRES - fires will be allowed on grounds only in those areas equipped with District provided equipment, and in portable barbecues designed for the containment of fires.

Rule 43.04. OVERNIGHT USE PROHIBITED - there is to be no camping or loitering on the park grounds or structures between sunset and sunrise unless an explicit written permission and a use agreement for overnight use are first obtained from the District.

Rule 43.05. HILLER SPORTS SITE - The Hiller Sports Site is defined as the designated athletic complex within Hiller Park consisting of four (4) baseball/softball fields, four (4) soccer/turf fields, batting cages, restrooms, a concession stand, and associated grounds and facilities.

The Hiller Sports Site is available for recreational and athletic activities during posted operating hours, subject to scheduled league activities, maintenance closures, weather conditions, or when reserved through a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit.

Use of athletic fields and associated facilities shall be subject to all posted rules, regulations, and District policies.

Patrons of the Hiller Sports Site shall:

a) Be courteous and respectful to other users, spectators, District staff, and authorized league representatives.
b) Use athletic fields and facilities only for their intended recreational purposes unless otherwise authorized by the District.
c) Not enter or use fields or facilities that are closed, reserved, or otherwise posted as unavailable.
d) Not operate motorized vehicles, including motorcycles, electric bicycles, or recreational vehicles, on athletic fields or other areas not designated for vehicle use, except for authorized maintenance or emergency purposes.
e) Dogs and other animals are prohibited within the entire Hiller Sports Site.
f) Not bring glass containers onto athletic playing fields.
g) Not consume alcohol within Hiller Sports Site.
g) Not smoke or vape within the Hiller Sports Site.
h) Not damage, remove, or alter field equipment, fencing, irrigation systems, goals, bases, or other District property.
i) Not conduct activities that may damage playing surfaces or create unsafe conditions for other users.
j) Properly dispose of trash and other waste in designated receptacles.
k) Report hazardous conditions or damaged facilities to the MCSD Parks & Recreation Department at (707) 839-9003.

l) Obey all posted signage, field closures, and directions issued by authorized District personnel.

Rule 43.06. ATHLETIC FIELD CLOSURES - The District may close any athletic field or associated facility due to wet weather, saturated or unsafe playing surfaces, maintenance, repairs, scheduled events, or other operational needs.

Patrons shall not enter or use any field or facility that is closed or posted as unavailable. Field closures shall remain in effect until lifted by authorized District personnel.

The District reserves the right to restrict or suspend activities that may cause damage to athletic fields, turf, irrigation systems, or other facilities, or that may create unsafe conditions.

Rule 43.07. YOUTH SPORTS LEAGUE PRIORITY USE AND MAINTENANCE - The District maintains contracts with various nonprofit youth sports organizations for the scheduled use of designated athletic fields and associated facilities at the Hiller Sports Site.

Pursuant to these contracts, authorized youth sports leagues shall have priority use of their designated fields during their respective contracted seasons for scheduled practices, games, tournaments, field preparation, and other approved league activities.

During scheduled league use, designated fields and associated facilities may be unavailable for general public use or other organized activities.

Authorized leagues shall be responsible for field preparation, routine maintenance, cleanup, and other duties as specifically identified in their respective contracts with the District.

Priority use shall be limited to the fields, facilities, dates, times, and activities authorized under each contract and shall not constitute exclusive use of the Hiller Sports Site outside of those provisions.

The District retains authority over all athletic fields and facilities, including scheduling, maintenance, closures, repairs, and the approval of other recreational uses. The District reserves the right to close or restrict use of any field or facility due to unsafe conditions, maintenance requirements, or other operational needs, regardless of scheduled league activities.

Rule 43.08. BATTING CAGES - The batting cages are defined as the designated enclosed batting practice facility located within the Hiller Sports Site.

Use of the batting cages is subject to District authorization, scheduled league activities, and any applicable reservations or use agreements.

Patrons of the batting cages shall:

a) Use the facility only for its intended batting and athletic training purposes.
b) Follow all posted safety rules and instructions.
c) Keep spectators and individuals not actively participating in batting activities outside of designated batting areas.
d) Not climb on, alter, or damage fencing, netting, equipment, or other facility components.
e) Not use the batting cages when unsafe conditions exist or when the facility is closed.
f) Ensure that minors are appropriately supervised during use of the facility.

Rule 43.09. RESTROOMS AND CONCESSION FACILITIES - Restrooms and the concession stand located within the Hiller Sports Site are District facilities and shall be operated and maintained in accordance with District policies and any applicable contracts or use agreements.

Restroom availability may be limited based on scheduled activities, staffing, maintenance, seasonal operations, or other operational needs.

Use or operation of the concession stand shall require prior District authorization and shall be subject to all applicable permits, health regulations, contractual requirements, and District policies.

Unauthorized access to or use of concession facilities, storage areas, utility rooms, and other restricted areas is prohibited.

Rule 43.10. ORGANIZED USES AND FIELD RESERVATIONS - Individuals or organizations desiring organized use of athletic fields or other designated facilities within the Hiller Sports Site shall obtain the appropriate District reservation or use permit and pay all applicable fees, unless otherwise authorized through an existing contract or written agreement with the District.

Organized use includes, but is not limited to, scheduled practices, games, tournaments, clinics, camps, and other group activities requiring reserved or exclusive use of a field or facility.

Reservations and permits are subject to field availability, existing youth sports league contracts, maintenance schedules, and District approval.

Casual recreational use of athletic fields may be permitted on a first-come, first-served basis when fields are open, not reserved, and not otherwise restricted by the District. Such use shall not interfere with authorized activities or result in damage to athletic fields or facilities.

The District reserves the right to deny, modify, suspend, or revoke use authorization when necessary to protect public safety, preserve District facilities, or ensure compliance with District regulations and applicable agreements.

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

Introduced at a regular meeting of the Board of Directors held on November 4, 2026 and passed and adopted by the Board of Directors on _____ upon the motion of Director_____ and seconded by Director _____ and by the following polled vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

_____
Dennis Mayo, Board President

Attest:

_____
Joseph Blaine, CMC, Board Secretary

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McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **ACTION**

ITEM: E.7 **Consider Appointments and Reappointments for the McKinleyville Community Forest Committee (MCFC); Trails, Infrastructure, Clean Ups & Security Subcommittee (TICS); and Forest Management Plan & Funding/Budget Subcommittee (FMP) for Terms Beginning in 2027**

PRESENTED BY: **Kirsten Messmer, Parks & Recreation Director**

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that the Board review the information provided, discuss, take public comment, and consider appointment of Caroline Martorano to the McKinleyville Community Forest Committee (MCFC); appoints of current alternate members Phil Heidrick and Nicole West to voting member seats for the MCFC; reappointments of Christopher Collier and Justin Brown to the Trails, Infrastructure, Clean Ups and Security Subcommittee (TICS); and appointment of Kenneth Burton to the Forest Management Plan and Funding/Budget Subcommittee (FMP) for terms beginning in 2027.

Discussion:

At the November 17th McKinleyville Community Forest Committee (MCFC) Meeting, the Committee discussed the member seats on all 3 committee and subcommittees that would be coming to the end of their term in December of 2026, which will create open seats for the term starting in January of 2027. In anticipation of these open seats staff previously posted the openings on our website and social media and one (1) application was received from Caroline Martorano (**Attachment 1**). The Committee unanimously made a recommendation for the MCSD Board of Directors to appoint her to the MCFC filling an At-large voting member seat.

During this meeting the Committee also made motions to unanimously recommend the following current members to these seats beginning in January of 2027 to the MCSD Board of Director for appointment:

- Current Alternate MCFC Members, Phil Heidrick and Nicole West, to MCFC Voting Member Seats: McKinleyville Resident seat and Natural Resources Service Agency seat
- Reappointments of TICS Members, Christopher Collier and Justin Brown

- Appointment of current TICS Member, Kenneth Burton, to the FMP

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

N/A

Environmental Requirements:

N/A

Exhibits/Attachments:

- Attachment 1 – Caroline Martorano Application for MCFC

2027 McKinleyville Community Services District Community Forest Committee Application

Thank you for your interest in becoming a member of the McKinleyville Community Forest Committee.

District Mission Statement

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

McKinleyville Community Forest Committee

The District is seeking volunteers to fill McKinleyville Community Forest Committee Seats. Any citizen, residing in the service area of the McKinleyville Community Services District or brings unique skills or experience may apply to the District Board for appointment to fill appropriate vacant seats on the McKinleyville Community Forest Committee. The McKinleyville Community Forest Committee will be a "working committee". The Committee is seeking members who bring skills and knowledge applicable to forest management. Committee members will serve for 2 years and will be expected to attend 2 hours of meetings and dedicate 8-10 hours of work per month.

Committee members will serve as stewards of the 599-acre Community Forest Property and as advisors to the McKinleyville Community Services District Board of Directors for decisions pertaining to the Community Forest management, use and development.

How to Apply

Interested applicants must submit this McKinleyville Community Forest Committee Application to the District Office by November 6, 2026. Upon receipt of your Application and Resume (resume optional, but HIGHLY Recommended). Questions can be directed to the Parks & Recreation Director at (707) 839-9003.

Name *

Caroline Martorano

Home/Cell Phone *

[redacted]

Mailing Address *

[redacted] McKinleyville, CA 95519

Permanent Address *

[redacted] McKinleyville, CA 95519

Email Address *

[redacted]

Please check any of the following that apply to you: *

- [x] Forestry Professional
- [x] Natural Resource Service Agency Professional
- [x] Forest Management/Natural Resources/Biology Professional
- [x] Tribal Affiliation
- [x] McKinleyville Resident / Property Owner
- [ ] None of the above apply to me

If any of the above applies to you, please list your Current Employer & Job Title, Tribal Affiliation and or McKinleyville Resident Address or Property Address below. *

Forest Ecologist, Wiyot Tribe

Can you commit to 8-10 hours of volunteer time per month? *

- (•) Yes
- ( ) No

Can you commit to a term of 2 years? *

- (•) Yes
- ( ) No

I am available to attend the regular monthly committee meetings the following day and time: *

- [x] 3rd Tuesday of the Month from 5:30pm-7:00pm
- [ ] I am not available this day/time.

What knowledge, skills and experience will you bring to the Community Forest Committee? (You may attach a resume or additional page if necessary). *

20 years of invasive species management, management plan writing, committee facilitation, RPF license pending exam results.

Please describe why you want to participate as a member of the Community Forest Committee. *

Contribute to local community forest, learn from other community members, be a connection to Wiyot Tribe for communication

Resume Attachment (PDF File Only)

Resume_Martora...

Add file

This content is neither created nor endorsed by Google.

Google Forms

CAROLINE MARTORANO

[redacted]

McKinleyville, CA 95519

EDUCATION

M.S. Forestry, Watershed and Wildland Sciences, Humboldt State University, Arcata, CA (2019)
B.S. Integrative Biology, University of Illinois (2012)
Organization for Tropical Studies/Duke University, Tropical Conservation Biology, Costa Rica (2011)

WORK EXPERIENCE

Forest Ecologist, March 2026-present, Wiyot Tribe, Table Bluff Reservation, CA

- Develop management plans for re-acquired properties
- Seek funding and implement management plans for Wiyot properties
- Support Tribal native plant nursery
- Oversee forestry and nursery technicians

Restoration Specialist, March 2022-February 2026, California Native Plant Society, McKinleyville, CA

- Lead facilitator for California Seed Strategy

Project Manager, December 2019 – February 2022, Harris Environmental Group, Inc., Arcata, CA

- Carr and Camp Fire Invasive Species Control, Redding BLM, 12/2019-10/2021
- LiDAR Forestry Data Collection, Northwest Management, Inc., 06/2020-10/2021
- Wetland Delineation, BIA Chemawa Indian School, 07/2020
- CEQA Biological Resource Assessments, 05/2021-10/2021

Biological Technician, June 2019 – November 2019, U.S. Forest Service – Six Rivers NF, Eureka, Ca

- Assisted in Threatened and Endangered and Survey and Manage plant surveys and invasive weed surveys for numerous fuel reduction and timber projects

Plant Biologist, April 2014 - June 2017, Quinault Indian Nation, Taholah, WA

- Project Manager for cultural burn, salmon habitat restoration, timber sales

Conservation and Land Management Intern, Bureau of Land Management, 2012-2014

- Native plant propagation and restoration; February 2014-April 2014; Redding, CA
- Habitat restoration/vegetation management/timber sales; May 2013- November 2013; Roseburg, OR
- Rangeland monitoring and health assessments; May 2012-November 2012; Lakeview, OR

Stewardship Intern, May 2011-August 2011, Grand Prairie Friends, Urbana, IL

- Native seed collection and invasive species removal using mechanical and chemical methods

Research Technician, May 2009-May 2011, Department of Plant Biology, University of Illinois, Urbana, IL

- Collected palynology research data on fossil pollen morphology using microscopes.

TRAINING AND CERTIFICATIONS

- Fire qualifications: FFT2, FEMO trainee, ICS 100, LI100, S-190, S-130, IS700a (2016-

CAROLINE MARTORANO

[redacted]

McKinleyville, CA 95519

2023)

- Prescribed Fire Training Exchange, Yurok TREX, Klamath River TREX (2017-2020)
- Washington State Department of Agriculture Pesticide License (2014-2017)
- Wetland Professional in Training (WPIT), Society of Wetland Scientists, (2020 – present)
- Wetland Delineation Certificate, Wetland Training Institute (2021), Swamp School (2020)

VOLUNTEERING AND AFFILIATIONS

- California Invasive Plant Council, Board Member, 2025-present
- Humboldt Prescribed Burn Association, Member, 2025-present
- Joint Forestry Committee, Member, 2022-present, California
- California Women in Timber, Vice Chair, 2021-2022, North Coast Chapter
- Student Association for Fire Ecology, Vice President, 2017-2019, National
- Quinault-Queets-Clearwater Weed Management Area, President, 2014-2017, Taholah, WA

PUBLICATIONS

Martorano CA, Kane JM, Engber EA, Gibson J (2021). Long-term fuel and understory vegetation response to fuel treatments in oak and chaparral stands of northern California. *Applied Vegetation Science* 24(1). http://doi.org/10.1111/avsc.12551

REFERENCES

Steve Buckley
Ecologist
National Park Service
[redacted]

Jeffrey Kane, PhD
Associate Professor, Department of Forestry and Wildland Resources
Humboldt State University
[redacted]

Lauren MacFarland
Manager, Department of Environmental Protection
Quinault Indian Nation
[redacted]

McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **ACTION**

ITEM: E.8 **Consider Acceptance of Phase 2 Hazard Mitigation Grant for Construction of the Fischer Lift Station Seismic Upgrade Project**

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

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that the Board review the materials, listen to the Staff presentation, take public comment and discuss potential acceptance of Phase 2 Hazard Mitigation Grant construction grant for the Fischer Lift Station Seismic Upgrade project.

Discussion:

As the Board is aware, the District has been working on the retrofit of the existing building, electrical equipment, pumps, motors and motor control center (MCC) of the Fischer Sewer Lift Station. The main objective of this project is to seismically retrofit and upgrade the existing Fischer Station, which is the main wastewater lift station in McKinleyville. The Fischer Station receives all wastewater from the southern half of the District, consisting of a population of approximately 9,000 people. It also collects the overflow from the Hiller Lift Station when the wastewater flows are too high for Hiller to handle, or if the Hiller Station were to become disabled from an earthquake or shut down for other maintenance.

The District was awarded Phase 1 funding through the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) administered by the California Governor's Office of Emergency Services (CalOES) to design, permit and construct this project. Grant requirements dictate that the project be divided into two phases, each with specific work activities. Phase One was funded in October 2023 in the amount of $243,580 and was limited to project activities to develop design/bid documents and complete environmental and cultural resource studies. GHD completed the engineering design, environmental studies and the CEQA documents in 2025. The MCSD Board also approved the CEQA Notice of Exemption for this Project at the December 4, 2024 MCSD Board Meeting. All of the engineering design and environmental studies documents were submitted to CalOES and FEMA prior to the Phase 1 Project Performance end date of September 16, 2025. We have been waiting for CalOES/FEMA to approve the Phase 2 portion of this project since then.

We knew that if we did get the Phase 2 grant, we would have a very short turn around to complete the construction. Therefore, we came back to the Board at the February 4, 2026 Board meeting to get Board approval to purchase long lead time items including the Variable Frequency Drives (VFDs) and Motor Control Centers (MCCs). The Board approved the purchase of the MCCs and VFDs at a cost of $318,622.50 from Campton Electric. The VFDs have been received and are being stored at the District office. The MCCs are scheduled to be delivered in February 2027.

On November 2, 2026, we received the Phase 2 approval letter from FEMA/CalOES (**Attachment 1**). FEMA has obligated $1,186,884 in grant for the construction of the lift station upgrades and $55,782.08 in grant management costs. The construction of the project is estimated to be $2.7M. Including the design and construction management, the total project cost is estimated to be $2.9M. The Phase 2 grant will cover $1,186,884 of this cost and the District's match will be $1,550,571.

However, as stated under the "Project Completion Date" on page 2 of **Attachment 1**, FEMA/CalOES can only approve a project up to the approved disaster period of performance (PoP). Therefore, the project completion date for this grant is **February 02, 2027**. It will be physically impossible to complete the project in that time frame. It is estimated that it will take 12 to 20 months to bid and complete the construction. It is estimated that it will take 4 to 6 months just to get delivery of the pumps and electrical panels.

We had the kick-off meeting with the CalOES Project Manager and her supervisor on Nov. 20, 2026. They reiterated that the PoP is February 2, 2027, but that CalOES had requested an extension from FEMA for this Disaster Response (DR) out until December 2030. They specifically requested an extension for our Fisher project out until Feb. 25, 2029. They also said they are seeing some loosening up of FEMA funding and response and were feeling positive that the extension would eventually be granted. When asked if they thought if the District should accept the grant and move forward, they said yes. They also said that there was additional funding in this DR and we should ask for additional matching funds. The District can ask for up to 75% match, which for the $2.9M project, would be $2,175,000 or an additional $988,116 above the currently obligated $1,186,884.

Given the uncertainty associated with the Hazard Mitigation Grant, Staff also submitted a grant application to the State of California Clean Water State Revolving Fund (CWSRF) for the retrofit of the Fischer and the B Street Lift Stations. The way the CWSRF program works is that first a Planning Grant is submitted, which we have done, and then a Construction Grant is submitted after the completion of the Planning Grant. We have been told by the State Water Resource Control Board (SWRCB) Staff that there is a good chance that our planning grant will be funded this round (FY2026/27). If funded, we would receive a $500,000 grant to complete the planning for the B Street and Fischer Lift Stations. Since, the planning for Fischer is complete, the grant would be largely spent on doing the environmental permitting and studies for the B Street

Lift Station upgrade. Once the Planning Grant is completed, we would then submit a Construction Grant application to the CWSRF for both stations. Typically, these "grants" are 50% grant and 50% low interest loans. With respect to the Fischer Lift station, if the cost was $2.9M, then that translates to $1.45M in grant and $1.45M in loan. Of course, none of the CWSRF grants are guaranteed and it is estimated that it would likely be 2029/2030 before we were doing construction on the Fischer Lift Station and of course costs will have increased by then.

The Board approved CIP had a budget of $1.25M for the Fischer Lift Station construction for FY 26/27, hoping that this project would be constructed this year. As the Board is also aware, the District also issue Certificates of Participation (COPs) to finance this project and other water and sewer projects and had estimated that the COPs would fund the $1.25M for this project. These COP funds are supposed to be spent in 3 years or 5-years on the outside. That means construction should be completed by 2031 per the COP agreement.

Staff thinks that the District should move forward with the Hazard Mitigation Grant. The Fischer bid package is largely completed and just needs dates, etc. to be updated. Now is not a good time to go out to bid with the holidays, so this time would be used to update the bid package to be ready to go out to bid in early February. By that time, we may have heard something more definitive with respect to the extension and if things have changed, we can pull the bid or move forward.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

See detail above

Environmental Requirements:

CEQA has been completed for this project.

Exhibits/Attachments:

- Attachment 1 – FEMA Phase 2 approval letter

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U.S. Department of Homeland Security
FEMA Region 9
1111 Broadway, Suite 1200
Oakland, CA 94607

FEMA

November 2, 2026

Robyn Fennig
Deputy Director, Recovery
State Hazard Mitigation Officer
Governor's Authorized Representative
California Governor's Office of Emergency Services
3650 Schriever Avenue
Mather, CA 95655

Reference: Application Approval, HMGP DR-4482-496-48
McKinleyville Community Services District
Seismic Retrofit of Fischer Sewer Lift Station, Phase 2
FIPS Code: 023-04B3E, Supplement 62

Dear Robyn Fennig:

We approve and issue Hazard Mitigation Grant Program (HMGP) funds for the project referenced above.

The total project cost for Phase 2 is $2,737,454.97. As shown in the enclosed Obligation Report - Supplement 62, dated October 30, 2026, we are obligating $1,186,884.00 for the 47.35% Federal share; the 52.65% non-Federal share is $1,550,570.97. We are obligating $55,782.08 for the 100% Federal share Subrecipient Management Costs. These funds are available in SmartLink for immediate and eligible disbursements.

The following is a summary of the approved funding:

Project Phase	Federal Share	Non-Federal Share	Total Project Cost
Phase 1, Supplement 21	$230,760.00	$25,640.00	$256,400.00
Phase 1, Subrecipient Management Costs	$12,820.00	$0.00	$12,820.00
Phase 2, Supplement 62	$1,186,884.00	$1,550,570.97	$2,737,454.97
Phase 2, Subrecipient Management Costs	$55,782.08	$0.00	$55,782.08
TOTALS	**$1,486,246.08**	**$1,576,210.97**	**$3,062,457.05**

This HMGP project approval and obligation of funds are subject to the following conditions:

1. **Scope of Work (SOW)** – Phase 2 of this project will include structural seismic retrofits to the lift station building; replacement and seismic restraint of pumps, motors, piping, supports, motor control centers, wiring, and related electrical equipment; and connection of the new equipment to the existing wastewater system while maintaining pumping operations. Deliverables will include bid and award records, construction inspection and monitoring reports, photographs, pay requests, change orders, and final as-built drawings.

2. **Project Completion Date** – The work schedule included with the project application indicates that the project will take 20 months to complete; however, we can only approve a project up to the approved disaster period of performance (POP). Therefore, the project completion date for Phase 2 is February 02, 2027. Please inform the sub-recipient that work completed after the disaster period of performance (POP) is not eligible for federal funding, and that federal funds may be de-obligated for work completed outside the POP when there is no approved time extension.

3. **Project Closeout –** Within 90 days of the award period of performance's expiration, all project funds must be liquidated and final closeout documentation for the project must be submitted to FEMA. Please note the project must comply with Title 2, Code of Federal Regulations (C.F.R.) Part 200 reporting requirements at the time of closeout.

4. **Record of Environmental Consideration (REC)** – This project has been determined to be Categorically Excluded from the need to prepare either an Environmental Impact Statement or Environmental Assessment in accordance with FEMA Instruction 108-1-1 and FEMA Directive 108-1-1 as authorized by DHS Instruction Manual 023-01-001-01, Revision 1. Categorical Exclusion N7 (Federal assistance for the reconstruction, elevation, retrofitting, upgrading to current codes and standards, and improvements of pre-existing facilities in existing developed areas with substantially completed infrastructure, when the immediate project area has already been disturbed, and when those actions do not alter basic functions) has been applied. Please reference the enclosed REC for further information.

5. **Standard Conditions** – This project approval is subject to the enclosed *Standard Mitigation Grant Program (HMGP) Conditions,* amended August 2018. Please note that federal funds may be de-obligated for work that does not comply with these conditions.

6. **Special Conditions** – In addition to the Standard HMGP Conditions, the following special condition must be met during the implementation of the project. Particular attention should be given to the project conditions before and during project implementation. Failure to comply with these conditions may jeopardize federal assistance, including funding. Documentation confirming compliance must be included with the delivery of final closeout request submitted to FEMA.

    - Coastal Zone Management Act: Any changes to the scope of work must be resubmitted to FEMA and the California Coastal Commission prior to initiation of any work. The

subrecipient is responsible for all necessary coordination with California Coastal Commission and obtaining any necessary coastal permitting and Federal Consistency Certification if determined applicable. They are to implement any conditions associated with the California Coastal Commission approval.

For any questions, please contact Emily Baumgartner, Senior Grants Management Specialist, by email at emily.baumgartner@fema.dhs.gov, or by phone at (202) 322-5375.

Sincerely,

Kathryn Lipiecki
Director, Mitigation Division
FEMA Region 9

Enclosures (3):
Obligation Report - Supplement 62
Record of Environmental Considerations (REC)
Standard Mitigation Grant (HMGP) Conditions

cc: Melissa Boudrye, Resilience Branch Chief, California Governor's Office of Emergency Services
Concepcion Chavez, Technical Assistance Division Chief, California Governor's Office of Emergency Services
Ron Miller, Hazard Mitigation Assistance Branch Chief, California Governor's Office of Emergency Services
Joe Purvis, HM Grants Division Chief, California Governor's Office of Emergency Services
Ryan Massello, HM Quality Assurance Division Chief, California Governor's Office of Emergency Services
Robert McCord, Chief, Hazard Mitigation Assistance Branch, FEMA Region 9

HAZARD MITIGATION GRANT PROGRAM

Obligation

Disaster No	FEMA Project No	Amendment No	State Application ID	Action No	Supplemental No	State	Recipient
4482	48 -R	1	496	2	62	CA	Statewide

Subrecipient: MC KINLEYVILLE COMMUNITY SERVICES DIS Project Title : Seismic Retrofit of Fischer Sewer Lift Station

Subrecipient FIPS Code: 023-04B3E

Total Amount Previously Allocated	Total Amount Previously Obligated	Total Amount Pending Obligation	Total Amount Available for New Obligation
$1,417,644.00	$1,417,644.00	$0.00	$0.00

Project Amount	Subrecipient Management Cost Amount	Total Obligation	IFMIS Date	IFMIS Status	FY
$1,186,884.00	$55,782.08	$1,242,666.08	10/30/2026	Accept	2027

Comments

Date: 10/30/2026 User Id: RHIRST

Comment: Obligate $1,186,884.00 Fed Share and SRMC $55,782.08, totaling $1,242,666.08 advice for HMGP DR-4482-496-48-Seismic Retrof Fischer Sewer Lift Station

Authorization

Preparer Name: REILLY HIRST Preparation Date: 10/30/2026

HMO Authorization Name: KATHRYN LIPIECKI HMO Authorization Date: 10/30/2026

FEDERAL EMERGENCY MANAGEMENT AGENCY

RECORD OF ENVIRONMENTAL CONSIDERATION (REC)

Project ID: HMGP-4482-0048-CA (1)

Title: Seismic Retrofit of Fischer Sewer Lift Station, Humbolt County, Phase 2

NEPA DETERMINATION

Non Compliant Flag: No
EA Draft Date:
EA Final Date:
EA Public Notice Date:
EA Fonsi Date:
Level: CATEX
EIS Notice of Intent Date:
EIS ROD Date:

Comments: The project will involve seismic retrofits to the existing Fischer Lift Station (constructed 1977) building, piping, electrical equipment, pumps, and motors to bring the facility to current seismic code requirements. Anticipated measures include installation of seismic ties to connect roof rafters to concrete masonry unit (CMU) walls, additional ties between CMU walls and the existing slab, and supplemental reinforcement to CMU walls.

Existing electrical controls, panels, motor control center (MCC), and associated wiring will be replaced to meet current electrical code and reduce fire risk during seismic events. Pumps and motors will be replaced and seismically restrained, along with associated piping, in accordance with current electrical and seismic codes. New equipment will occupy approximately the same footprint as existing equipment, and new connections to existing plumbing and pressure mains will be constructed in compliance with current building codes to help mitigate risks from future seismic events. Pump and motor replacements will be sequenced so that one pump and motor are taken out of service and replaced at a time, minimizing the potential for interruptions to wastewater pumping. The building, pumps, motors, MCC, and associated foundations will be designed and constructed to current building code standards to enhance operability following a major earthquake.

Construction will require the use of gasoline- and diesel-powered equipment, which is expected to include small trucks, a boom truck, a manlift, a backhoe, and other miscellaneous construction equipment. Minor demolition of concrete and/or asphalt surfaces may be required, along with removal of existing pipes, pumps, motors, and electrical equipment. The existing paved lot at the location will be utilized to stage equipment and material. No vegetation removal required. No work in water.

This project has been determined to be Categorically Excluded from the need to prepare either an Environmental Impact Statement or Environmental Assessment in accordance with FEMA Instruction 108-1-1 and FEMA Directive 108-1-1 as authorized by DHS Instruction Manual 023-01-001-01, Revision 1. Categorical Exclusion N7 (Federal assistance for the reconstruction, elevation, retrofitting, upgrading to current codes and standards, and improvements of pre-existing facilities in existing developed areas with substantially completed infrastructure, when the immediate project area has already been disturbed, and when those actions do not alter basic functions) has been applied. Particular attention should be given to the project conditions before and during project implementation. Failure to comply with these conditions may jeopardize federal assistance including funding.
- jrodr275 - 03/05/2026 21:34:13 GMT

CATEX CATEGORIES

Catex Category Code	Description	Selected
*n7	(*n7) Federal Assistance for Structure and Facility Upgrades. Federal assistance for the reconstruction, elevation, retrofitting, upgrading to current codes and standards, and improvements of pre-existing facilities in existing developed areas with substantially completed infrastructure, when the immediate project area has already been disturbed, and when those actions do not alter basic functions, do not exceed capacity of other system components, or modify intended land use. This category does not include actions within or affecting streams or stream banks or actions seaward of the limit of moderate wave action (or V zone when the limit of moderate wave action has not been identified).	Yes

EXTRAORDINARY CIRCUMSTANCES

Extraordinary Circumstance Code	Description	Selected ?
	No Extraordinary Circumstances were selected	

FEDERAL EMERGENCY MANAGEMENT AGENCY

RECORD OF ENVIRONMENTAL CONSIDERATION (REC)

Project ID: HMGP-4482-0048-CA (1)

Title: Seismic Retrofit of Fischer Sewer Lift Station, Humbolt County, Phase 2

ENVIRONMENTAL LAW / EXECUTIVE ORDER

Environmental Law/ Executive Order	Status	Description	Comments
Clean Air Act (CAA)	Completed	Project is located in an attainment area - Review concluded	The project is in Humbolt County, which has been designated by the U.S. Environmental Protection Agency (USEPA) as having attained the relevant National Ambient Air Quality Standards. The proposed action would not cause emissions of criteria pollutants or their precursors. Therefore, the scope of work associated with this undertaking is exempt from a conformity determination under the General Conformity Rule. - jrodr275 - 03/05/2026 21:41:48 GMT
Coastal Barrier Resources Act (CBRA)	Completed	Project is not on or connected to CBRA Unit or otherwise protected area - Review concluded	
Clean Water Act (CWA)	Completed	Project would not affect any water of the U.S. - Review concluded	
Coastal Zone Management Act (CZMA)	Completed	Project is located in a coastal zone area and/or affects the coastal zone	The project has been determined to have no reasonably foreseeable effects on any land or water use or natural resource of the coastal zone and therefore does not require consistency review. - jrodr275 - 03/05/2026 21:40:42 GMT
	Completed	State administering agency does not require consistency review - Review concluded	
Executive Order 11988 - Floodplains	Completed	No effect on floodplain/flood levels and project outside floodplain - Review concluded	Per Flood Insurance Rate Map (FIRM) panel 06023C0690F, dated 11/04/2016, the project is located outside the Special Flood Hazard Area (100-year floodplain, base floodplain) and the activity does not adversely affect floodplain values. See attached map. - jrodr275 - 03/05/2026 21:43:27 GMT
Executive Order 11990 - Wetlands	Completed	No effects on wetlands and project outside wetlands - Review concluded	Per the U.S. Fish and Wildlife Service Wetland Mapper viewed on 02/18/2026, the project is located outside of wetlands and not likely to result in any potential direct impacts that will adversely affect wetlands. See attached map. - jrodr275 - 03/05/2026 21:45:00 GMT
Endangered Species Act (ESA)	Completed	Listed species and/or designated critical habitat present in areas affected directly or indirectly by the federal action	A No Effect Memorandum has been prepared as it has been determined that the proposed actions would result in No Effect to federally listed species or designated critical habitat. Consultation with the U.S. Fish and Wildlife Service and/or the National Marine Fisheries Service is not required. See attached No Effect Memorandum. - jrodr275 - 03/05/2026 21:39:43 GMT
	Completed	No effect to species or designated critical habitat (See comments for justification) - Review concluded	
Farmland Protection Policy Act (FPPA)	Completed	Project does not affect designated prime or unique farmland - Review concluded	

FEDERAL EMERGENCY MANAGEMENT AGENCY

RECORD OF ENVIRONMENTAL CONSIDERATION (REC)

Project ID: HMGP-4482-0048-CA (1)

Title: Seismic Retrofit of Fischer Sewer Lift Station, Humbolt County, Phase 2

Environmental Law/ Executive Order	Status	Description	Comments
Migratory Bird Treaty Act (MBTA)	Completed	Project located within a flyway zone	
	Completed	Project does not have potential to take migratory birds - Review concluded	
Magnuson-Stevens Fishery Conservation and Management Act (MSA)	Completed	Project located in or near Essential Fish Habitat	Determination based on 02/18/2026 review of the NOAA Essential Fish Habitat Mapper site at: https://www.habitat.noaa.gov/apps/efhmapper/, the project is located in or near EFH but will not adversely affect EFH because it is for the structural retrofit in an existing building and does not require work in or near water. See attached No Effect Memorandum. - jrodr275 - 03/05/2026 21:42:46 GMT
	Completed	Project does not adversely affect Essential Fish Habitat - Review concluded	
National Historic Preservation Act (NHPA)	Completed	Applicable executed Programmatic Agreement. Activity meets Programmatic Allowance (enter date and # in comments) - Review concluded	The Undertaking was reviewed by Stephanie LeBlanc, who meets the applicable Secretary of the Interior Professional Qualifications in accordance with Stipulation I.B.1.a of the Programmatic Agreement among the Federal Emergency Management Agency (FEMA), the California State Historic Preservation Officer (SHPO), and California Office of Emergency Services (CalOES), signed October 29, 2019. The project, as described, complies with (Appendix B) Programmatic Allowances II.B.3.a. (limited upgrading of interior utility systems, including, electrical, and plumbing systems), II.B.8.a. (retrofits/upgrades: wall bracing, braced and/or moment frames, plywood shear walls and/or bracing, foundation bolts, and cripple wall strengthening), II.B.8.b. (Anchoring of walls to floor systems), II.B.8.c. (bracing and reinforcing of walls), II.B.8.d. (strengthening of foundations and the addition of foundation bolts), II.B.8.e. (strapping and anchoring of mechanical, electrical, and plumbing equipment), and II.D.1.a. (minor upgrading, small scale realignment, and elevation of utilities and associated features and structures). Thus, the Undertaking does not require SHPO review or notification per Stipulation II.A.1 of the Agreement, however, if the scope of work changes this project needs to be resubmitted for further EHP review. - jrodr275 - 03/05/2026
Wild and Scenic Rivers Act (WSR)	Completed	Project is not along and does not affect Wild and Scenic River - Review concluded	

CONDITIONS

FEDERAL EMERGENCY MANAGEMENT AGENCY

RECORD OF ENVIRONMENTAL CONSIDERATION (REC)

Project ID: HMGP-4482-0048-CA (1)

Title: Seismic Retrofit of Fischer Sewer Lift Station, Humbolt County, Phase 2

Special Conditions required on implementation of Projects:

Any changes to the scope of work must be resubmitted to FEMA and the California Coastal Commission prior to initiation of any work. Subrecipient is responsible for all necessary coordination with California Coastal Commission and obtaining any necessary coastal permitting and Federal Consistency Certification if determined applicable. They are to implement any conditions associated with the California Coastal Commission approval.

Source of condition: Coastal Zone Management Act (CZMA) Monitoring Required: No

Standard Conditions:

Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.

This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.

If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

Standard Mitigation Grant Program (HMGP) Conditions

FEMA Region IX, August, 2018

The following list applies to Recipients and Subrecipients accepting HMGP funds from the Federal Emergency Management Agency (FEMA) of the Department of Homeland Security (DHS):

1. **Applicable Federal, State, and Local Laws and Regulations.** The Recipient/Subrecipient must comply with all applicable Federal, State, and Local laws and regulations, regardless of whether they are on this list or other project documents. DHS financial assistance Recipients and Subrecipients are required to follow the provisions of the State HMGP Administrative Plan, applicable Hazard Mitigation Assistance Uniform Guidance, and Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located in Title 2 of the Code of Federal Regulations (CFR) Part 200, adopted by DHS in 2 CFR 3002.

2. **Financial Management Systems.** The Recipient and Subrecipient must maintain financial management systems to account for and track funds, as referenced in 2 CFR 200.302.

3. **Match or Cost Share.** Non-federal match or cost share must comply with 2 CFR 200.306, the scope of work (SOW), and any agreements among the Subrecipient, the Recipient, and FEMA.

4. **Budget Changes.** Unanticipated adjustments are permitted within the approved total cost. However, if costs exceed the federal share, the Subrecipient must notify the Governor's Authorized Representative (GAR) of overruns before implementation. The GAR shall submit a written request for approval to FEMA Region IX. The subaward must continue to meet HMGP requirements, including cost effectiveness and cost share. Refer to 2 CFR 200.308 for additional information.

5. **Real Property and Land.** The acquisition, use, and disposition must comply with 2 CFR 200.311.

6. **Equipment.** The acquisition, use, and disposition must comply with 2 CFR 200.313.

7. **Supplies.** Upon project completion, FEMA must be compensated for unused supplies, exceeding $5,000 (fair market value), and not needed for other federal programs. Refer to 2 CFR 200.314.

8. **Procurement.** Procurement procedures must be in conformance with 2 CFR 200.318-320.

9. **Monitoring and Reporting Program Performance.** The Recipient and Subrecipient must submit quarterly progress reports, as referenced in the 2 CFR 200.328 and State HMGP Administrative Plan.

10. **Records Retention.** In accordance with 2 CFR 200.333, financial/ programmatic records related to expenditures must be maintained at least 3 years after the date of Recipient's final expenditure report.

11. **Enforcement and Termination.** If the Recipient or Subrecipient fails to comply with the award or subaward terms, whether stated in a Federal statute or regulation, the State HMGP Administrative Plan, subpplication, a notice of award, an assurance, or elsewhere, FEMA may take one or more of the actions outlined in 2 CFR 200.338, including termination or partial termination of the award or subaward outlined in 2 CFR 200.339.

12. **Allowable Costs.** Funds are to be used for allowable costs in compliance with 2 CFR 200.403, the approved SOW, and any agreements among the Subrecipient, Recipient, and FEMA.

13. **Non-Federal Audit.** The Recipient and Subrecipient are responsible for obtaining audits in accordance with the Single Audit Act of 1984, in compliance with 2 CFR 200.501.

14. **Debarred and Suspended Parties.** Recipients and Subrecipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, and 2 CFR 180. These regulations restrict federal financial assistance awards, subawards, and contracts with parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in the federal assistance programs or activities.

15. **Equipment Rates.** Rates claimed for use of Subrecipient-owned equipment in excess of the FEMA-approved rates must be approved under State guidelines issued by the State Comptroller's Office or must be certified by the Recipient to include only those costs attributable to equipment usage less any fixed overhead and/or profit.

16. **Duplication of Funding between Public Assistance (PA) and HMGP.** Funding for PA Section 406 and HMGP Section 404 are permitted on the same facility/location, but the activities identified under each program must be distinct with separately accounted funds. At closeout, FEMA may adjust the funding to ensure the Subrecipient was reimbursed for eligible work from only one funding source.

17. **Historic Properties and Cultural Resources.** In compliance with 2 CFR 800, if a potential historic property or cultural resource is discovered during construction, the Subrecipient must cease work in the area and take all reasonable measures to avoid or minimize harm to the discovered property/resource. During construction, the Subrecipient will monitor ground disturbance activity, and if any potential archeological resources are discovered, will immediately cease work in that area, and notify the Recipient and FEMA. Construction in the area may resume with FEMA's written approval after FEMA's consultation, if applicable, with the State Historic Preservation Officer (SHPO).

18. **NEPA and Changes to the Scope of Work (SOW).** To comply with the National Environmental Policy Act (NEPA), and other Laws and Executive Orders, any change to the approved SOW shall be re-evaluated before implementation. Construction associated with a SOW change, prior to FEMA approval, may be ineligible for funding. Acceptance of federal funding requires environmental permits and clearances in compliance with all appropriate federal, state and local laws, and failure to comply may jeopardize funding.

    Within their authority, the Recipient and Subrecipient must use of all practicable means, consistent with other essential policies, to create and maintain productive harmony for people and nature, and fulfill the social, economic, and other needs of present and future generations of Americans.

McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **INFORMATION**

ITEM: F.3.A **Finance & Administration – October 2026 Report**

PRESENTED BY: **Samantha Howard, Finance Director**

TYPE OF ACTION: **Informational**

FINANCIAL, AUDIT, & BUDGET INFORMATION

Board Travel costs totaled $11,037.20 as of October 31, 2026; this is 29.38% of the approved $37,570 budget. (GL# 001/005/501/551 62035/62090/62155-888)

Audit/Budget Update:

Audit field work took place in the week of October 5, 2026. The Auditors were on site for three full days with no significant findings at the end of their visit. Post fieldwork is minimal however we are still waiting on our Actuarial Report from TrueComp. Full financial statements should be ready for the board by January 2027. The single audit for federal grant expenditures will take place in February 2027.

Treasurer's Report Highlights:

October 31, 2026 Treasurer’s Report is item D.2 of this board packet. This report is a draft as beginning balances could change with fiscal year end balancing.

Financial Updates

Columbia Bank interest earnings for September 2026 were $2,780.09. The interest rate on the money market will remain at 2.05% through December 31, 2026.

California CLASS Prime Fund has a current daily yield of 3.9961%, and Enhanced Cash has a Current Yield of 3.9960%. Total District net earnings on funds held in California CLASS in September totaled $35,289.46, bringing the total balance for all funds, including restricted and unrestricted, to $26,025,511.83.

Staff have recently made investment adjustments to funds held in California CLASS. California CLASS recently introduced a term product that offers fixed rates for terms ranging from one to 12 months. In June, staff invested $1,401,703 in a 12-month term product earning 3.9483%, with a maturity date of May 20, 2027. These funds are the District’s restricted reserves for the Davis-Grunsky loan, Wastewater Management Facility loan, and Microgrid loan. Because the term is 12 months, these funds are still

considered current assets. Earnings accrue throughout the term and will be applied to District accounts at maturity.

Additional changes include moving $4,000,000 in operating reserves to a 12-month term product earning 4.14%, with a maturity date of July 21, 2027, and moving $7,577,810 in designated reserves to a 7-month term product earning 3.93%, with a maturity date of March 17, 2027. These funds are still considered current assets. Earnings accrue throughout the term and will be applied to District accounts at maturity.

Other Updates

The Tyler Technologies software transition fully is underway. Payroll implementation will run from October through November 2026, while Utility Billing implementation will begin in late 2026 with an August 2027 go-live.

Attachments

None

McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **INFORMATION**

ITEM: F.3.B Operations Department – Oct. / November. 2026 Report

PRESENTED BY: James Henry, Operations Director

TYPE OF ACTION: None

Water Department:

Water Statistics:
The district pumped 42.8 million gallons of water in October.
Two water quality complaints were investigated and rectified.
Daily, weekly and monthly inspections of all water facilities were conducted.

Double Check Valve Testing:
Testing of DCV's in Route 17 and 18 were conducted in October. Customers with failed DCV's were notified to make repairs and call the office to schedule a retest.

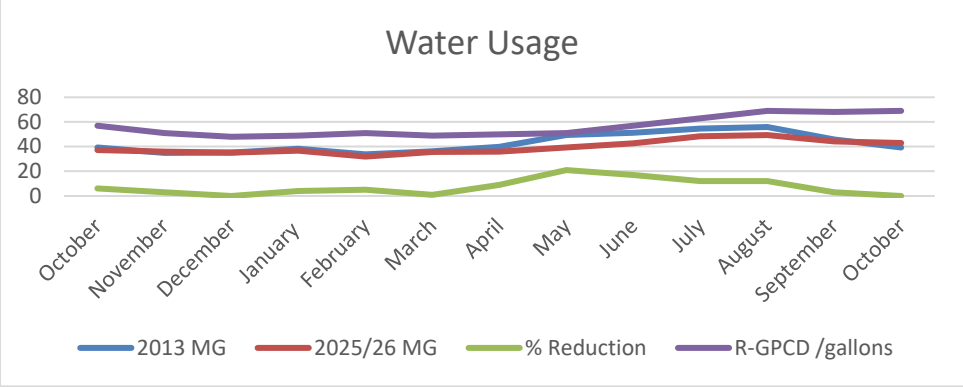
Average and Maximum Water Usage:
The maximum water usage day was 2.1 million gallons and the average usage per day was 1.4 million gallons.

Water Distribution Maintenance:
Weekly Bacteria Samples were collected on Schedules 3, 4, 5, and 6 which represent different locations in the water distribution system. The schedules are made up of a sample taken in each pressure zone. Valve exercising continues and is used as fill in work when possible. This will continue into the next few months. The semi-annual locating and marking off-site meters was conducted, along with repairing troubled meters due to broken wires. A service line leak was repaired on Hiller and another on Boss Road due to improper bedding which caused the leaks. Several water R.O.W.'s. were string trimmed and mowed. A water service was replaced on Grace Avenue due to angle-stop leaking by in the off position. A new water service was installed on Bolier due to new construction.

Water Station Maintenance:
Monthly inspections and daily routines were conducted at the water stations. Any minor issues found are repaired during inspections, but if they require parts or extensive labor, the issue is documented on the monthly sheet, which will then generate a work order for repairs. The semi-annual inspection of generator connections along with inspecting surge arrestors and Northbank pumps and motors servicing was completed. Drainage at all stations was cleaned out to prepare for winter flows.

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)	2025/26 (MG)	% Reduction	R-GPCD
October	39.439	37.126	6	57
November	34.879	35.848	3	51
December	35.203	35.263	0	48
January	38.241	36.735	4	49
February	33.751	31.941	5	51
March	36.244	35.780	1	49
April	39.755	36.068	9	50
May	49.407	39.199	21	51
June	51.337	42.817	17	57
July	54.757	48.323	12	63
August	55.908	49.373	12	69
September	45.702	44.263	3	68
October	39.439	42.831	0	69



R-GPCD = Residential Gallons Per Capita Day

New Construction Inspections:
Beau Pre Heights subdivision is moving forward and have installed approximately 3500 feet of water main. They paused due to other priorities. They have installed the water main along with hydrants. They still need to lower angle-stops and test. Valedao subdivision on Pickett has started and will include new water and sewer infrastructure. The water main tie-in was completed on Picket along with removing existing hydrant that is being relocated.

Sewer Department:

Wastewater Statistics:
23.8 million gallons of wastewater were collected and pumped to the WWMF. 21.5 million gallons of wastewater were treated and discharged to NPDES Permit REC-001 land discharge.

Sewer Station Maintenance:
Monthly inspections and daily routines were conducted at all sewer stations. Staff has completed the installation of 1800 feet of 10” sewer main for the Letz Force main replacement project. This project was constructed internally. I will have a total cost savings amount next month. Several stations were string trimmed and mowed. The B Street pump 1 was torn apart, rags removed and placed back into service. This was noticed by seeing increased pump hours on the daily pump observations. The B Street and Fischer stations were serviced as part of the quarterly maintenance plan. During this time, pumps were inspected, and the wet well washed. This is done to prevent hydrogen sulfide build up which can deteriorate the concrete walls along with removing rags and debris to prevent plugging up the pumps. Drainages were cleaned at all sewer stations to prepare for winter rainfall.

Sewer Collection System:
Grease traps were inspected at required facilities. Several Right of Way locations were string trimmed and mowed to prevent access to manholes and prevent trees from growing over the mains. A sewer main was hydro-cleaned and inspected with the camera due on Widow White due to sewer backing up. It was found that a large root wad had made it into the main from nearby trees.

Wastewater Management Facility:
Daily and weekly maintenance continues at the treatment plant to perform the required service on the equipment. Irrigation pump 1 had mechanical seals replaced due to seals being blown. RAS pumps were pulled and inspected as part of the annual maintenance. Lubed all WWMF drive motors.

Daily Irrigation and Observation of Reclamation Sites:
River discharge ended on May 11th and Land Discharge began. Painting and minor floor replacement is happening at the Fischer ranch house.

Street Light Department:
There were three streetlight complaint in October.

Promote Staff Training and Advancement:
Weekly tailgate meetings and training associated with job requirements. Staff received training on Eye Safety, Forklift Safety, Reducing the Risk of workplace Violence, Fire extinguishers and Carbon Monoxide 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
Monthly Drought and Conservation report was completed
Attended BMX Track meetings and site visits and inspections
Reviewed Mad River Crossing project design from KJ and met with engineers
Attended CWEA annual conference.
Attended McCluski Tank project meetings and site visits for tower install.
Performed 90 Truck Dot inspection.
Annual Fire extinguisher inspections were completed by Eureka Oxygen.
Installing new utilities for the new Operations Office.

GIS:

Plans & Programs

- Annual Review of the Fire Prevention Plan
    - Minor typo corrections made to the plan
- Chlorine & S02 handling procedures Plan
    - No changes to be made at this time

General GIS/ Maps Created

- MCSD Web Map Updates
    - Corrected water main material type on Dows Prairie main north of Woody Road from GRS Main replacement job
    - Corrections to other discrepancies found over the past month
- MCSD boundaries shapefiles for LAFCo for McKinleyville Incorporation effort
- Community Forest GPS data collection of Murray Rd trail to be repaired from Green Diamond fuel break work

Misc. Work Completed

- USAs and Document Filing
- Humboldt Bay Flowmeter troubleshooting
    - Coordinating with Maen on acquiring Rockwell Developer License to make edits to the Logic causing the incorrect read of the flow meter
- Letz Pump Hours excel sheet for Letz force main tie in

    - Created spreadsheet with gaps between pump cycles from historical Trend on SCADA for James to determine best time for tie in
- Central Ave OSMZ Reformation
    - Made edits to affected parcels within spreadsheet for Pats Engineers Report
- Sewer Lift Stations Daily Pump Hours for Eco green
    - Spreadsheet with daily pumps hours over the last 12 months of each lift station imported from SCADA historian
- SCADA Meetings with West Yost and ICS for West Yost assisting in SCADA related projects in the future

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McKinleyville Community Services District

BOARD OF DIRECTORS

December 2, 2026 TYPE OF ITEM: **INFORMATION**

ITEM: F.3.C **Parks & Recreation Director's Report for November 2026**

PRESENTED BY: **Kirsten Messmer, 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 hours are Monday-Friday 2:00pm-6:00pm. The Teen Club runs 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 25-30 teens per day this month.

PARK AND RECREATION COMMITTEE:
The Park and Recreation Committee (PARC) met on October 21, 2026. Because there was not a quorum for the July Meeting, no Minutes were prepared. The Committee made motions to recommend that the MCSD Board of Directors: appoint 2 PARC Applicants to the vacant alternate seats; accept changes to Regulation 40 (PARC Membership) & 43 (Hiller Park & Sports Site) of the Rules & Regulations via ordinance; and adopt and sign Resolution 2026-31 Authorizing Resolution for Round 5 SPP for Pierson Park. The Committee meetings are now on a quarterly meeting schedule, meeting on the third Wednesday in January, April, July and October.

BMX TRACK & PARK PROJECT:
While the Park construction by Frank Loduca, Co. has been completed, additional improvements planned for the next year include state-required EV charging stations and fencing behind the basketball court.

Several alternate bid items that could not be completed as part of the current project due to funding limitations have been identified as future projects. These include construction of the restroom and concessions building, paving the parking lot, and construction of a second pickleball court. The District will continue to pursue grant funding and other funding opportunities to complete these improvements.

The McKinleyville Family Resource Center (MFRC) was awarded an Arts in California Parks Grant in partnership with the District's Parks & Recreation Department and the Native Women's Collective. The grant supports the incorporation of Indigenous art and cultural elements into the BMX Track & Park. Three mural projects are in process, while a mama bear and cub bronze statue is in production and will be installed December 10th, weather dependent.

It should also be noted that the project is currently over the original budget. In addition, the project did not include EV charging stations, which are now required by the State but were

not known or applicable requirements when the District originally applied for the grant in 2019-2020. The District will continue to monitor these costs and identify potential funding sources to address the remaining project needs.

MCKINLEYVILLE COMMUNITY FOREST COMMITTEE & SUBCOMMITTEES:

MCF Committee Update

The McKinleyville Community Forest Committee (MCFC) met on November 17, 2026. The Approved Minutes of the September 15, 2026 MCFC Meeting can be reviewed in **Attachment 1**. The informational items reviewed at the November meeting included reports from the TICS and FMPFB Subcommittees. There was an action item to make a recommendation for appointments of Ken Burton for the FMP Subcommittee and reappointment of Christopher Collier and Justin Brown for the TICS Subcommittee. The next action item was making a recommendation for appointment of Caroline Martorano to the MCFC. Nicole West and Phil Heidrick were also recommended to move from their Alternate roles on the MCFC to voting members. The Committee were tasked with deciding on MCFC members to join the TICS as MCFC representatives but agreed to table that item and discuss it at a further date. The MCFC members then discussed logistics for the Draft Forest Management Plan and Draft Trail Plan Public Workshop. The MCFC voted to hold Public Workshops for the documents on March 16, 2027 and March 20, 2027. The MCFC then reviewed the "Track Changes" accepted version of the Draft Trail Plan.

TICS Subcommittee Update

The November 24, 2026 TICS Subcommittee meeting was cancelled.

FMPFB Subcommittee Update

The November 3, 2026 FMPFB Subcommittee meeting was cancelled.

RECREATION PROGRAM UPDATES

Recreation Program Updates

- Drop-in Pickleball's takes place Monday, Wednesday and Friday Mornings from 9:00am-12:00pm.
- Beginning Pickleball's last session was October 7th-28th. The classes are on Wednesdays from 6:00-8:00pm. The class fee is $50 for residents and $55 for non-residents. This session has 6 of 12 participants signed up already. The next Session dates TBD.
- Drop-in Kung Fu is on Tuesday and Thursday evenings 5:45pm-7:15pm $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 5-8 people per class.
- Fast Break Friday is a drop-in basketball program for youth ages 13 to 17. Drop-in is $5 per participant.
- Sunday Night drop-in Basketball is averaging 8-10 participants per week.
- Playgroup takes place on Thursday mornings from 10:30am-12:30pm in the Activity Center.

- The Youth Basketball League registration opened October 1st, the league is for 3rd – 9th graders and will begin in January. Games will be on Saturdays with one weeknight practice per week. The registration fee is $85 for residents and $90 for non-residents.
- Registration for the Pee Wee Basketball League will open in January, this league is for TK -to 2nd graders.
- The Tot-letics: Basketball sessions are October 24th to November 21st on Saturday mornings. The registration fee is $85 for McKinleyville residents and $90 for non-residents. The next session will be Soccer and will take place March 6th to April 3rd.
- We are partnering with MUSD for After-school Leader ELP Programing Staffing.
- Thanksgiving week Breakout was November 23rd-25th. The next Breakout week will be December 28th-31st, registration for the week is $144 for residents and $148 for non-residents.
- We will hold two Middle School Dances this School Year on Friday, October 30, 2026 and Friday, December 11, 2026. Tickets go on sale three weeks before each dance.

PARK & FACILITY MAINTENANCE UPDATES:
The Parks crew and NHES continue the routine schedule for landscape maintenance on Central Avenue and Open Space Zone landscaping. The Saturday SWAP crews have been doing a great job working on the Central Avenue OSMZs. Fully in swing in the sunny summer season, staff have been busy trying to keep up on all the growth that happens at all of our spaces during this time. With limited staff and hours in the day, we are prioritizing areas as best we can and appreciate the community's patience as we work to keep up. Staff continue to perform daily and weekly routine maintenance on facilities and vehicles, and monthly inspections were completed across all facilities and open spaces.

FACILITY RENTALS & USE
November Rentals:

- 12 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental.
- 1 Pierson Park Rentals.
- 0 Hiller Park Picnic Area Rentals.
- 0 Teen Center Rentals.
- 12 Activity Center Rentals.
- 2 Activity Center and 0 Teen Center Birthday Party Program Rentals.
- The Teen Center Kitchen has one regular Vendor renting it for food preparation.
- The Azalea Hall Kitchen has two regular Vendor renting it for food preparation.

OTHER UPDATES:

- Staff continues to work with MUSD to provide staff for the school districts after school and summer programs.
- Staff continues to participate as members of the McKinleyville Chamber of Commerce Board of Directors, as well as serving on Fundraising Committees for the Boys & Girls Club of the Redwoods.
- Staff continues to provide support to other departments of the District; assisting with accounts payable.

ATTACHMENTS:

- Attachment 1 – McKinleyville Community Forest Committee Minutes from September 15, 2026

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY FOREST COMMITTEE (MCFC) HELD ON TUESDAY, SEPTEMBER 15, 2026 at 5:30 P.M. IN PERSON AT AZALEA HALL – 1620 PICKETT ROAD, MCKINLEYVILLE, CALIFORNIA
and
TELECONFERENCE Via ZOOM & TELEPHONE:
ZOOM MEETING ID: 848 9634 6527 (https://us02web.zoom.us/j/84896346527) or DIAL IN TOLL FREE: 1-888-788-0099

NOTE: Items are listed in the order in which they were considered.

1 Call To Order

The meeting was called to order at 5:30 p.m. by Gregory Orsini.

Roll Call

The following Committee Members were in attendance in person at Azalea Hall.

Gregory Orsini, Chair, MCSD Board Director (Non-Voting Member)
Patrick Kaspari, MCSD General Manager
Kirsten Messmer, MCSD Parks and Recreation Director
Jess Elm, MCSD Environmental Programs Coordinator
Jens Andersen, MCSD Recreation Coordinator
Jennifer Ortega, PARC Appointee Member
Joel Rink, Forester/RPF Member
Michele Stephens, McKinleyville Resident Member
Christopher Collier, At-Large Member
Kevin Creed, At-Large Member
Phil Heidrick, Alternate At-Large Member

The following Committee Members were Absent.

James Biteman, MCSD Board Director (Non-Voting Member)
Maya Conrad, MMAC Appointee Member
Tyler Brown, Natural Resources Services Agency
Desiree Early Dorvall, Natural Resources/Biologist Member

The following Committee Members were present via Zoom.

Nicole West, Alternate Natural Resources/Biologist Member

2 Pledge of Allegiance

The Pledge of Allegiance was led by Jens Andersen.

3 Additions or Changes to the Agenda

There were no additions or changes to the agenda.

4 Seating of Alternates

Phil Heidrick was seated as a voting member in the absence of Tyler Brown.

5 Approval of Agenda

Motion: It was moved to approve the agenda.
Motion by: Kevin Creed **Second:** Kirsten Messmer
Roll Call: Ayes: Patrick Kaspari, Kirsten Messmer, Jess Elm, Jens Andersen, Jennifer Ortega, Joel Rink, Michele Stephens, Christopher Collier, Kevin Creed, Phil Heidrick
Nays: None
Absent: Maya Conrad, Tyler Brown, Desiree Early Dorvall
Motion Summary: Motion passed.

6 Public Comment and Written Communications

There was no public comment.

7 Consider Approval of Minutes of the Regular Meeting of the McKinleyville Community Forest Committee on August 18, 2026

Motion: It was moved to approve the August 18, 2026 meeting minutes.
Motion by: Patrick Kaspari **Second:** Kevin Creed
Roll Call: Ayes: Patrick Kaspari, Kirsten Messmer, Jess Elm, Jens Andersen, Jennifer Ortega, Joel Rink, Michele Stephens, Christopher Collier, Kevin Creed, Phil Heidrick
Nays: None
Absent: Maya Conrad, Tyler Brown, Desiree Early Dorvall
Motion Summary: Motion passed.

8 Trails, Infrastructure, Clean-Ups, & Security (TICS) Subcommittee Report

Michele Stephens, Chair of the Trails, Infrastructure, Clean-Ups, & Security Subcommittee, reviewed the item. She let the Committee know that the meeting began with Charlie Caldwell resigning from his role on the TICS Subcommittee and written comment from the public in favor of a disc golf course in the MCF. Next, the Subcommittee moved to recommend recommendation by the MCFC for approval of current Alternate member Patrick Courtney, to fill the vacant Voting Member seat on the Subcommittee to the MCSD Board. The TICS Subcommittee spent the remainder of the meeting making their final review and edits to the Draft Trail Plan before bringing the document to the MCFC for their review.

There were no questions or comments from the Committee.

There was Public comment from Kevin Huntley.

This was an information only item. No action was taken.

9 Forest Management Plan and Funding/Budget (FMPFB) Subcommittee Report

Kevin Creed, Chair of the Forest Management Plan and Funding/Budget Subcommittee, presented the item. He explained that the meeting began by reviewing and selecting maps to include in the Forest Management Plan and requesting changes be made to update them for the document. The Subcommittee spent the remainder of the meeting reviewing and editing the Memorial Grove Program Rules and Regulations Rough Draft document in real-time.

There were no questions or comments from the Committee.

There was no public comment.

This was an information only item. No action was taken.

10 Recommendation for the Appointing of the Vacant TICS Voting Member Seat

Jess Elm, MCSD Environmental Programs Coordinator, presented the item. She explained that during the TICS meeting held on August 25, 2026, the Subcommittee moved to recommend current Alternate member Patrick Courtney to fill the vacant Voting Member Seat on the Subcommittee. She let the Committee know they should discuss and decide if they would like to recommend approval to the MCSD Board for appointing Patrick Courtney for the Voting Member seat.

The Committee commented, discussed, and asked clarifying questions.

There was no public comment.

Motion: It was moved to recommend approval to the MCSD Board to appoint Patrick Courtney for the vacant Voting Member seat on the TICS Subcommittee.
Motion by: Jens Andersen **Second:** Michele Stephens
Roll Call: Ayes: Patrick Kaspari, Kirsten Messmer, Jess Elm, Jens Andersen, Jennifer Ortega, Joel Rink, Michele Stephens, Christopher Collier, Kevin Creed, Phil Heidrick
Nays: None
Absent: Maya Conrad, Tyler Brown, Desiree Early Dorvall
Motion Summary: Motion passed.

11 Review of Upcoming Meeting Schedule Considering Potential Holiday Conflicts and Term Endings

Jess Elm, MCSD Environmental Programs Coordinator, presented the item. She explained that the Committee should consider if they are going to be able to attend the upcoming MCFC meetings for the remainder of the year due to holiday conflicts. She also requested Committee members whose terms are expiring on December 31, 2026, to begin considering if they would like to reapply for an additional term of two years.

The Committee commented, discussed, and asked clarifying questions.

There was no public comment.

This was an information only item. No action was taken.

12 Recommendation and Review of Draft Trail Plan v. 09_08_2026

Jess Elm, MCSD Environmental Programs Coordinator, presented the item. She explained how the TICS Subcommittee has been developing the Draft Trail Plan throughout the year and at this stage, would like the MCFC to review the document and provide edits and suggestions they would like TICS to implement to the Draft. Committee members should also review the proposed trail maps that a smaller working group within TICS has created and provide suggestions on those maps.

Committee members discussed and asked clarifying questions.

There was Public comment from both the current president and future president of Par Infinity, who were both saying they were motivated to do the work to get a disc golf course in the MCF.

No Action was taken. This item will return for Action at a to-be-determined date.

13 Committee Chair Report

Gregory Orsini, MCFC Chair, let the Committee know there was nothing to report on for the McKinleyville Community Forest that was discussed during the September 2, 2026 MCSD Board meeting.

14 Committee Member Announcements and Future Agenda Items

- Updates from MCSD Staff
  - Huffman Appropriation Update
  - CAL FIRE Forest Fund Grant Update
  - Meeting with Lieutenant Holt, Humboldt County Sheriff's Office Recap
  - Fill out Redwood Planting Poll Reminder
- Announcements
  - Next FMP Subcommittee Meeting: October 6, 2026 at 4:30 p.m. at the MCSD Office (1656 Sutter Road)
  - Next MCF Committee Meeting: October 20, 2026 at 5:30 p.m.
  - Next TICS Subcommittee Meeting: September 22, 2026 at 5:15 p.m. at the MCSD Office (1656 Sutter Road)
  - MBTTA Workday scheduled second Saturday 10am-2pm (Weather Dependent)
  - VTS Workday scheduled third Saturday from 9am-noon (Weather Dependent)
- Request for Future Agenda Items
  - There were no requests for future agenda items

15 Adjournment

Meeting Adjourned at 6:38 p.m.

Jess Elm, Environmental Programs Coordinator

McKinleyville Community Services District

BOARD OF DIRECTORS

Dec. 2, 2026 TYPE OF ITEM: **INFORMATIONAL**

ITEM: F.3.D **General Manager's Report for December 2, 2026 Meeting**

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

TYPE OF ACTION: **Information Only**

A summary of activity for the month of November 2026

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

• Use of NHE Services =	$3,809
• CCC Crew =	$0
• SWAP =	$2,880
• Volunteer Pickleball Labor =	$767
• CSW =	$0
• MCF Trail Stewards =	$0
• Central Avenue Engineer's Report =	$30,000
• Amazon Savings =	$50
• Install water & sewer service for new Ops trailer=	$1,360
• Install electrical service for new Ops trailer =	$1,360
• Repair Irrigation Pump 1 at WWMF =	$3,010
TOTAL COST SAVINGS FOR NOV =	**$43,236**

TOTAL COST SAVINGS FOR FY 26/27 = $121,366

District Staff should be recognized and commended for their ongoing, efficient and incredibly cost-effective running of the District. It demonstrates again, when it seems like many government agencies are running budget deficits, MCSD Staff are stepping up to ensure that the District comes in underbudget.

4.5 Gallon Water Tank Project – The tank is on-line and we continue to work on closing out this project. We are still waiting on the release of liens from Mercer Fraser to file the Notice of Completion, pay the final pay request and release the retainage.

We filed the grant close-out documents with CalOES for the Hazard Mitigation Grant prior to the due date of August 1, 2026. We will also close out the North Coast Resource Partnership grant after the NOC is filed and submit our final reimbursement claim with them. The NCRP grant closeout date is December 31, 2026. We have been discussing LDs with Mercer Fraser and District Counsel and intend to charge $533,911.83 in LDs, which will be withheld from the Final Pay Request.

The total construction base bid is $11,642,475 and 10% contingency of $1,164,248 totals $12,806,723. The overall project amount is $14,471,094. The project is funded by $9,617,085 in Hazard Mitigation Grant funding, and $879,209 in North Coast Resource Partnership/DWR Prop. 1, Round 2 funding, for a **total in grant funding for this project of $10,496,294**. The District's $3,174,800 of matching funding was provided by the Certificates of Participation, Series 2021A-Water bonds.

Sewer Undercrossing Project – This project consists of replacing the three highway crossings, where the sewer mains from the east side of McKinleyville cross under Highway 101 to the west side to the District's wastewater treatment facility. As discussed with the Board at the October 7, 2026 Board Meeting, a Bid Protest was filed by Wahlund Construction on the initial bid for this project, which was due on August 21, 2026. At the Oct. 7th, 2026 Board Meeting, the Board approved rejecting all bids, revising the bid documents, and rebidding the Project. The project went back out to bid on October 12th. Bids were due back on November 6th. The bid results will be discussed at this December 2, 2026 regular Board meeting for Board review and potential contract award.

This project was to be 75% funded by the Hazard Mitigation Grant from FEMA/CalOES. The grant request was for a total project cost of $6,840,400, which would be funded by **$5,130,300** in grant and the District would match $1,710,100. We heard from CalOES on March 16,2026 that they have not received any communication from FEMA on our grant extension, so we needed to submit the grant close-out paperwork by March 22, 2026, which we did. **This grant is now closed, and no further Hazard Mitigation Grant funding is available for the construction of the project**. However, on June 30th, 2026, the District received an email stating that Cal OES is holding the closeout/withdrawal of this project until they receive a final approval/denial from FEMA for the DR4353 time extension. Although the overall DR POP has expired, Cal OES is appealing again for additional time for DR4353. CalOES state that they would update us again when they receive formal notice from FEMA.

The 2026/27 FY budget includes $4M for this project. We will likely not install the Northern crossing in order to reduce costs. The Project will now have to be funded from

the remaining $2.3M Series 2021B -Sewer bonds as well as $1.7M from the new sewer Certificates of Participations (COPs) intended to be sold in July 2026.

Office Remodel – We have been notified that the building permit for this project is ready to be issued by Humboldt County. Given the loss of CalOES/FEMA Hazard Mitigation Grants funding, we will postpone the construction of this project. We are under discussion with the Building Department on the payment of the $39,825.44 in permit fees given the postponement of the actual construction. We will likely pay the fee and then ask them to hold it at "Ready to Issue" until September 2027. We then have another year to start construction without having to reissue the permit. Given the construction delays for the full building, we have budgeted for and are moving ahead with the purchase of a new modular building for the Operations office. It was delivered the last week in November and Operations is in the process of moving into the new trailer.

McCluski/Hewitt Tank Replacement Project – This project consists of the replacement of the two existing redwood tanks at the west end of Hewitt Ave on McCluski Hill. The existing 100,000 gallon and 150,000-gallon redwood tanks will be replaced with two 200,000-gallon, glass-fused lined, bolted steel tanks. Phase 2 funding for the construction of this project has been approved by FEMA, and the Period of Performance (PoP) for this project will require completion by December 31, 2027. Kennedy Jenks is working to finalize the tank design and permitting and go out to bid on the construction of the tanks in spring 2027.

The 2026/27 Fiscal Year budget for this project is $3M, with $1M budgeted for the 27/28 FYs for completing the construction. The overall grant cost estimate for this project was estimated to be $1.44 Million, with 75% Federal **Grant Funding ($1,079,038.50)** and a 25% District match ($359,679.50). The District match and additional funding would come from the proposed sale of 2026 Water Certificates of Participation.

Fischer Lift Station Upgrade Project – The District received a Phase 1 Hazard Mitigation Grant for the upgrade of the Fischer Sewer Lift station in November 2023. This project would cover the 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 strengthening the building. The environmental studies required for the CEQA/NEPA permitting as well as draft Plans and Specifications were submitted to CalOES/FEMA for their review on July 23, 2025. We received notification from FEMA/CalOES in November 2027 that they have approved the Phase 2 grant construction funding for the project; however, the grant completion date is February 2027. It of course is impossible to finish this construction by then. We had the kick-off

meeting with CalOES on November 20th, 2026 and they were feeling confident that an extension out until February 2029 would be granted. We will take this to the Board for discussion at the December 2, 2026 Board Meeting.

The seismic retrofit of the Fischer Sewer Lift Station is hoped to be funded in part by a Hazard Mitigation Grant and/or Clean Water State Revolving Fund (CWSRF) grant. The original grant application was for a total project cost of $1,582,000 which would be funded by a 75% **grant of $1,186,500** with a 25% District match of $395,500. Phase 1 of the project funding was approved on October 16, 2023 in the total amount of $269,220, consisting of $201,915 in Federal funding and a $67,305 District match. The construction of the project is now estimated to be $2.5M, and the contract amount for design, permitting and construction oversight is $410,000 for a total project cost of approximately $2.9M. $1.25M has been budgeted for FY 26/27. Again, we are not sure that we are going to get the Hazard Mitigation Grant or CWSRF Grant funding and may have to revisit the funding for this project. The District's funding would come from the Certificates of Participation that will be issued in July 2026.

Mad River Watermain Crossing Project – The District was notified in August 2025 that we have received a Phase 1 Hazard Mitigation Grant for the installation of a redundant watermain crossing under the Mad River from HBMWD. The Phase 1 grant will cover the design and environmental studied for the installation of the waterline. The line will be directionally drilled under the river and connected into the existing main from HBMWD on the southside of the river, and the watermain up North Bank Road to our Ramey pump station on the northside of the river. The FEMA Period of Performance for this grant expires on April 2027.

We have finished up the topographic survey, geotechnical borings and the environmental surveys for the project. Kennedy Jenks completed the 30% Basis of Design Report and did an initial layout of the pipeline. We had conversations with the property owners on both sides of the river and adjusted the alignment to accommodate their concerns. However, we have just received the final Cultural Survey and Archeology Report and there are significant cultural resources in the proposed alignment. We are working with the Archeologist and Kennedy Jenks to revise the alignment yet again to accommodate the cultural resources and finalize the Phase 1 deliverables prior to the end of the Period of Performance for the grant.

The installation of the redundant watermain is funded in part by a Hazard Mitigation Grant. The original grant application was for a total project cost of $3,099,800 which would be funded by a 75% **grant of $2,324,850** with a 25% District match of $774,950. Phase 1 of the project funding was approved on August 15, 2025 in the total amount of $1,271,470 consisting of $953,601.94 in Federal funding and a $317,868.06 District

match. We will then wait to see if the Phase 2 portion of the grant for the construction of the project is awarded. The District budgeted $1M for FY 26/27.

Letz Forcemain Replacement – This project is part of the mainline replacement projects to refurbish existing water and sewer mainlines. **This project has been successfully finished!** Staff did a great job and replaced the Letz forcemain, from where it starts at the Station to where it discharges back into the gravity system on Murray Road. This was one of the highest priority projects in the 20-year Main Line Replacement Report, given that the forcemain runs adjacent to Widow White Creek for a portion of its length. **Kudos to Staff for their great work!**

The Engineer's Estimate of Probably Construction Cost for this project was $1,431,000. This project was included in the CIP Budget for FY 26/27 and is being funded by the Mainline Replacement funds being set aside. It will also be funded by the 2026A Certificates of Participation (COP). It is anticipated that with District staff performing the work, the work will be completed for around $250,000, or $75,000 less than the $1M budgeted for FY26/27.

Recycled Water Project - The Recycled Water project consists of upgrading the irrigation systems at Fischer and Pialorsi. The pipelines at Fischer, which Staff must move around manually when recycled water is being delivered in the summer, would be replaced by two pivot systems. The irrigation system on the Pialorsi property would be completely upgraded to install mainlines, and pivots on the lower parcel and flood cells on the upper terrace. The project design was funded by a State Water Resources Control Board Recycled Water Grant. The final design was submitted to the State in 2024, along with a Construction Grant Application.

The District was informed in October 2025 that we will receive a **$5,473,558 Construction grant** from the SWRCB to construct this project, although we are still going back and forth with the State on this grant, it does look like we will receive it. The Board approved Capital Improvement Project (CIP) budget has $3M budgeted for the 2026/27 FY, and $2M for the 27/28 FYs. The District will need to determine whether we will bid this work or install it ourselves. Construction will likely commence in 2026/27.

4x4 Meetings with County & MMAC – A regular meeting has been scheduled with the MCSD Board President, Director Mayo, GM Kaspari, Board Secretary Blaine, Supervisor Madrone, the MMAC Representative- Scott Binder, and the MMAC Chair, Mary Burke. Jesse Miles, the Executive Director of the McKinleyville Chamber of Commerce, also regularly joins us for these meetings, but did not make this meeting. These meetings occur on the fourth Monday of every month to discuss various topics of concern to all organizations and the community. This month the meeting was held with

Scott Miles, Assistant County Counsel. It was a good meeting. We discussed issues he sees facing the County. He talked about the budget issues as they impact services and employee negotiations. We also discussed the cannabis settlement, which he viewed as a good thing since it sorted out permitting issues. We also discussed incorporation as well as whether he had heard any rumblings of a lawsuit associated with the Amazon site (he hasn't).

Humboldt County Associations of Government (HCAOG) – I unfortunately missed the November Technical Advisory Committee (TAC) meeting which was mainly focused on the presentation of the Public Review Draft of the Vision Zero Plan, https://www.hcaog.net/calendar/technical-advisory-committee-nov-2026#docaccess-e42364f01eb793de60ef6d478bad6618 Public comment on the Plan ended on November 9th. The intent is to take the revised Final Plan to the TAC at the December 3rd TAC meeting and then the HCAOG Board for adoption at their December 17th meeting. The HCOAG November 19th Board Meeting consisted of receiving Public Comment on the Unmet Transit Needs, something that needs to be done annually as well as discussion of Credit Card policy.

Grant Applications – As discussed with the Board at the December 7, 2022, Board Meeting, we have submitted a Clean Water SRF application for funding the retrofit of the Fischer and B Street Lift Stations, which are two of our highest priority Capital Improvement Projects. As further discussed at the April & May 2026 Board Meetings, we have also submitted SRF grant applications for the replacement of all the sewer forcemains in the system, as well as retrofits of the Letz and Kelly Lift Stations, the remodeling of the office and performing an alternative disinfection study. We had a meeting with SWRCB Staff to review the application and discuss the projects. We are hopeful that there is sufficient funding to fund at least the Fischer & B Street Lift Station projects through the CWSRF.

We have finally started to make progress on the Huffman Appropriations for the Community Forest. We are working with the Natural Resource Conservation Service (NRCS) staff and have submitted the grant scope and a detailed cost breakdown. Now we are just waiting for them to process the grant application.

Staff is also looking at grant funding for the State Water Resources Control Board, 2027 Non-Point Source (NPS) grant to address sediment runoff in the Community Forest Watershed. We have been talking to Regional Board Staff about this and other funding to implement project such as installing bridges at the stream crossing or road surfacing to address sediment runoff.

Attachments: Attachment 1 – WWMF Monthly Self-Monitoring Report

PHYSICAL ADDRESS:

1656 SUTTER ROAD
McKINLEYVILLE, CA 95519

MAILING ADDRESS:

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McKINLEYVILLE, CA 95519

McKINLEYVILLE COMMUNITY SERVICES DISTRICT

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

PARKS & RECREATION OFFICE:

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

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

November 18, 2026

RE: MONTHLY MONITORING REPORT

Dear Sabrina:

Enclosed is the Monthly Monitoring Report for October 2026 for McKinleyville Community Services District Wastewater Management Facilities WDID NO. 1B82084OHUM, operating under Order Number R1-2024-0023.

The normal discharge of effluent was 31 days going to 004 and 006. The required monitoring and water quality constituents that were tested and reported was in compliance in October.

Effluent Limitations Parameters	Units	Average Monthly	Average Weekly	Avg. % Removal	Max Daily	Instant Min	Instant Max	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	0.01			0.02			Compliance
Bis(ethyly-hexy) Phthalate	ug/L	1.8			3.0			Compliance
Total Chromium	ug/L	50			100			Compliance
Ammonia Impact Ratio	ratio	1.0			1.0			Compliance
Monitoring Location REC-001								
BOD	mg/L	30	45	>85				Compliance
TSS	mg/L	30	45	>85				Compliance
Nitrate		10						Compliance
PH						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 current month are as follows. Median was <1.8 and a Maximum of 2.0. Four samples were collected in the month of October and was in compliance.

Monthly River Monitoring was conducted in October.

Quarter 3 sampling was conducted in October and November.

Semi Annual Chronic Testing was conducted in January.

McKINLEYVILLE COMMUNITY SERVICES DISTRICT WASTEWATER MANAGEMENT FACILITY MONITORING DATA

MONTH: October 2026

DATE	INFLUENT FLOW M.G.D.	EFFLUENT FLOW M.G.D.	EFFLUENT MAXIMUM GPM	RIVER CFS	RIVER Dilution	INFLUENT MONITORIN B.O.D. mg/L	TSS mg/L	EFFLUENT MONITORING pH	(C°) TEMP	B.O.D. mg/L	TSS mg/L	CL_2 RES.	RIVER CL_2 RES	SETTLEABLE SOLIDS	TOTAL COLIFORM	Entero cocci	RSW-001 TIME	PH	TEMP	D.O.	Entero cocci	RSW-002 TIME	PH	TEMP	D.O.	Entero cocci
1	0.752	0.727	830	N/A	N/A	330	380	7.1	18.7	3.2	0.0	2.4	N/A	<0.1		N/A	8:10	7.6	17.7	8.5	N/A	8:20	7.5	17.1	8.9	N/A
2	0.805	0.721	838	N/A	N/A			7.0	18.3			2.6	N/A			N/A										
3	0.778	0.847	759	N/A	N/A			7.1	18.1			2.8	N/A			N/A										
4	0.761	0.822	830	N/A	N/A			7.1	18.2			2.5	N/A			N/A										
5	0.756	0.816	837	N/A	N/A			7.0	17.5			1.4	N/A		2.0	N/A										
6	0.756	0.830	835	N/A	N/A			7.0	17.6			1.4	N/A			N/A										
7	0.751	0.689	874	N/A	N/A			7.0	17.5			1.5	N/A			N/A	13:15	6.9	18.7	9.1	N/A	13:25	7.0	18.0	8.7	N/A
8	0.750	0.450	736	N/A	N/A	230	440	7.0	17.3	0.0	0.0	1.3	N/A	<0.1		N/A										
9	0.805	0.415	809	N/A	N/A			7.0	17.4			1.4	N/A			N/A										
10	0.769	0.509	660	N/A	N/A			7.0	17.5			1.6	N/A			N/A										
11	0.757	0.668	806	N/A	N/A			7.1	16.9			2.4	N/A			N/A										
12	0.748	0.705	754	N/A	N/A			7.1	16.4			1.7	N/A			N/A										
13	0.775	0.665	829	N/A	N/A			7.0	15.8			1.7	N/A		<1.8	N/A	14:30	7.3	17.3	9.8	N/A	14:40	7.5	16.4	10.1	N/A
14	0.759	0.711	786	N/A	N/A			7.0	15.7			1.7	N/A			N/A										
15	0.749	0.666	843	N/A	N/A	180	450	7.0	15.6	0.0	0.0	1.5	N/A	<0.1		N/A										
16	0.804	0.667	862	N/A	N/A			7.0	16.5			1.5	N/A			N/A										
17	0.771	0.713	731	N/A	N/A			7.0	16.6			1.6	N/A			N/A										
18	0.785	0.731	797	N/A	N/A			7.1	16.7			1.8	N/A			N/A										
19	0.781	0.726	837	N/A	N/A			7.0	16.3			2.0	N/A		<1.8	N/A										
20	0.761	0.731	880	N/A	N/A			7.0	16.1			1.9	N/A			N/A	13:15	7.5	17.1	9.7	N/A	13:25	7.6	16.8	10.2	N/A
21	0.749	0.736	765	N/A	N/A			7.0	16.1			1.8	N/A			N/A										
22	0.783	0.688	831	N/A	N/A	330	350	7.0	16.0	0.0	0.0	1.5	N/A	<0.1		N/A										
23	0.839	0.681	763	N/A	N/A			7.0	15.6			1.8	N/A			N/A										
24	0.767	0.732	750	N/A	N/A			7.1	15.2			1.9	N/A			N/A										
25	0.763	0.722	826	N/A	N/A			7.1	15.5			2.0	N/A			N/A										
26	0.754	0.724	789	N/A	N/A			7.1	15.4			1.9	N/A		<1.8	N/A										
27	0.739	0.715	826	N/A	N/A			7.1	15.0			2.0	N/A			N/A	15:05	7.7	15.8	10.5	N/A	15:15	7.7	16.6	9.4	N/A
28	0.735	0.715	814	N/A	N/A			7.1	15.0			2.1	N/A			N/A										
29	0.763	0.668	813	N/A	N/A	200	440	7.1	14.8	0.0	4.6	2.2	N/A	<0.1		N/A										
30	0.836	0.667	757	N/A	N/A			7.1	14.4			2.1	N/A			N/A										
31	0.760	0.710	737	N/A	N/A			7.1	14.6			2.3	N/A			N/A										

MONTHLY TESTS EFF-001 DISCHARGE TO RIVER

Ammonia Impact	Ammonia	Nitrate	Hardness	Total Phosphorus
N/A	N/A	N/A	N/A	N/A

MONTHLY RIVER RSW-001

TDS	Hardness	Ammonia	Conductivity	Turbidity
120	100	ND	225	1.5

MONTHLY RIVER RSW-002

TDS	Hardness	Ammonia	Conductivity	Turbidity
560	190	ND	1175	110

MONTHLY TESTS REC-001 DISCHARGE TO LAND

Organic Nitrogen	TDS	AMMONIA	NITRATE	NITRITE	SODIUM	CHLORIDE	BORON
110	270	31	3.7	ND	37	41	210

MONTHLY BOD & TSS

	BOD mg/L	BOD LBS/DAY	BOD % Removal	TSS mg/L	TSS LBS/DAY	TSS % Removal
	1	4	100	1	5	100

QUARTERLY GROUNDWATER MONITORING

GW-001		GW-002		GW-006		GW-007		GW-009		GW-019	
Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS
2.8	140	6.5	120	3.6	190	2.8	140	2.5	110	ND	6500

QUARTERLY TESTING

	ug/l
Bis (2-ethylhexyl) Phthalate	ND
Total Chromium	ND
Dichlorobromomethane	ND

SEMI ANNUAL CHRONIC TOXICITY

Date	Species	TST Pass/Fail
1/5/2026	Rainbow Trout	PASS

Permit Exceedance

Signature:_____

Remarks:_____

McKINLEYVILLE COMMUNITY SERVICES DISTRICT
WASTEWATER MANAGEMENT FACILITY
EFFLUENT DISCHARGE DISPOSAL

October 2026

Discharge Monitoring DATE	M-INF INFLUENT MGD	M-001 EFFLUENT MGD	MAXIMUM GPM	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	0.752	0.727	830	0.674		0.053		0.727	0.000
2	0.805	0.721	838	0.669		0.052		0.721	0.000
3	0.778	0.847	759	0.847				0.847	0.000
4	0.761	0.822	830	0.822				0.822	0.000
5	0.756	0.816	837	0.759		0.057		0.816	0.000
6	0.756	0.830	835	0.767		0.063		0.830	0.000
7	0.751	0.689	874	0.621		0.068		0.689	0.000
8	0.750	0.450	736	0.388		0.062		0.450	0.000
9	0.805	0.415	809	0.359		0.056		0.415	0.000
10	0.769	0.509	660	0.509				0.509	0.000
11	0.757	0.668	806	0.668				0.668	0.000
12	0.748	0.705	754	0.705				0.705	0.000
13	0.775	0.665	829	0.613		0.052		0.665	0.000
14	0.759	0.711	786	0.656		0.055		0.711	0.000
15	0.749	0.666	843	0.615		0.051		0.666	0.000
16	0.804	0.667	862	0.611		0.056		0.667	0.000
17	0.771	0.713	731	0.713				0.713	0.000
18	0.785	0.731	797	0.731				0.731	0.000
19	0.781	0.726	837	0.668		0.058		0.726	0.000
20	0.761	0.731	880	0.659		0.072		0.731	0.000
21	0.749	0.736	765	0.668		0.068		0.736	0.000
22	0.783	0.688	831	0.624		0.064		0.688	0.000
23	0.839	0.681	763	0.618		0.063		0.681	0.000
24	0.767	0.732	750	0.732				0.732	0.000
25	0.763	0.722	826	0.722				0.722	0.000
26	0.754	0.724	789	0.665		0.059		0.724	0.000
27	0.739	0.715	826	0.658		0.057		0.715	0.000
28	0.735	0.715	814	0.656		0.059		0.715	0.000
29	0.763	0.668	813	0.612		0.056		0.668	0.000
30	0.836	0.667	757	0.608		0.059		0.667	0.000
31	0.760	0.710	737	0.710				0.710	0.000
TOTAL	23.861	21.567		20.327	0.000	1.240	0.000	21.567	0.000
AVERAGE	0.770	0.696	800	0.000	0.000	0.000	0.000	0.696	0.000
MAXIMUM	0.839	0.847	880	0.847	0.000	0.072	0.000	0.847	0.000
MINIMUM	0.735	0.415	660	0.359	0.000	0.051	0.000	0.415	0.000
DAYS	31	31		31	0	21	0	31	0

DAYS WITH NO DISCHARGE = 0