



September 2, 2026 Regular Meeting of the McKinleyville Community Services District Board of Directors

Time: 6:00 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, September 1, 2026

All Public Comment received before the above deadline may be provided to the Board at 9 a.m. on Wednesday, September 2, 2026 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.

There is no closed session scheduled.

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 Board of Directors Regular Meeting on August 5, 2026 (Pg. 7)

Attachment 1 – Draft Minutes from August 5, 2026 (Pg. 9)

2 Consider Approval of July 31, 2026, DRAFT Treasurer’s Report (Pg. 15)

Attachment 1 – July 31, 2026 DRAFT Treasurer’s Report (Pg. 17)

3 Compliance With State Double Check Valve (DCV) Law (Pg. 31)

E. Continued and New Business

1 Consider Adoption of Resolution 2026-29 Supporting the Necessity for a Professional Comprehensive Traffic Circulation Study for the Community of McKinleyville as it Relates to the Proposed Road Diet on Central Avenue (Pg. 33)

Attachment 1 – Resolution 2026-29 (Pg. 35)

Attachment 2 – Draft EIR Comment Letter, May 8, 2025 (Pg. 37)

Attachment 3 – Board of Supervisors Letter, October 1, 2025 (Pg. 43)

Attachment 4 – Mattson Letter, April 21, 2026 (Pg. 45)

2 Consider Attendance at the Association of California Water Agencies (ACWA) 2026 Fall Conference & Expo in Anaheim, CA on December 1-3, 2026 (Pg. 47)

Attachment 1 – 2026 ACWA Fall Conference Flyer (Pg. 49)

3 Consider Second Reading and Adoption of Ordinance 2026-05 Adding to the District’s Rules and Regulations Regulation 49 – Operation of the McKinleyville BMX Track & Park (Pg. 51)

Attachment 1 – Ordinance 2026-05 (Pg. 53)

Attachment 2 – Draft Regulation 49 – Operation of McKinleyville BMX Track and Park (Pg. 57)

4 Consider Second Reading and Adoption of Ordinance 2026-06 Amending the District’s Rules and Regulations Rules 14.02 and 28.26 to Reference Appendix A: Current Special Fee Schedule (Pg. 59)

Attachment 1 – Rule 14.02 and Rule 28.26 in Track Changes (Pg. 61)

Attachment 2 – Ordinance 2026-06 (Pg. 63)

Attachment 3 – Appendix A: Current Special Fee Schedule (Pg. 65)

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) (Pg. 67)

b. Operations Department (James Henry) (Pg. 69)

c. Parks & Recreation Department (Kirsten Messmer) (Pg. 75)

Attachment 1 – McKinleyville Community Forest Committee Approved Meeting Minutes from June 16, 2026 (**Pg. 79**)

d. General Manager (Pat Kaspari) (Pg. 85)

Attachment 1 – WWMF Monthly Self-Monitoring Report (**Pg. 93**)

4. President's Report

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

G. Adjournment

Posted 5:00 p.m. on August 28, 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.

This Page Left Intentionally Blank

McKinleyville Community Services District

BOARD OF DIRECTORS

September 2, 2026

TYPE OF ITEM: **ACTION**

ITEM: D.1 **Consider Approval of Draft Minutes of the Board of Directors Regular Meeting on August 5, 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 Regular Meeting on August 5, 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 August 5, 2026

This Page Left Intentionally Blank

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY
SERVICES DISTRICT HELD ON WEDNESDAY, AUGUST 5, 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	Pat Kaspari, General Manager
James Biteman, Director	Joey Blaine, Board Secretary
David Couch, Vice President	Jess Elm, Environmental Programs Coordinator
Dennis Mayo, President	James Henry, Operations Director
Greg Orsini, Director	Samantha Howard, Finance Director
	Kirsten Messmer, Parks & Recreation Director

A.2 Pledge of Allegiance

The Pledge of Allegiance was led by Operations Director Henry.

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 Couch

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.

A.5 Closed Session Discussion

There was no scheduled closed session.

AGENDA ITEM B. PUBLIC HEARINGS:

**B.1 Public Hearing and Consideration of Adoption of Resolution 2026-27 for
Delinquent Service Charge Collection and Liens**

President Mayo opened the public hearing at 6:02 p.m.

Finance Director Howard presented the item.

Directors asked clarifying questions.

There was no public comment.

President Mayo closed the public hearing at 6:05 p.m.

Motion: It was moved to adopt Resolution 2026-27.

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:

Motion Summary: Motion passed.

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 July 1, 2026**
- D.2 Consider Approval of June 30, 2026, DRAFT Treasurer's Report**
- D.3 Compliance With State Double Check Valve (DCV) Law**
- D.4 Consider Approval of the Memorandum of Understanding (MOU) Between McKinleyville Community Services District (MCSD) and Local School Parent Teacher Organizations (PTO) for the Collaborative Provision of Dances for Middle School Youth**
- D.5 Consider Award of Library and Sheriff's Substation ADA Compliance Construction to Hooven & Co., Inc.**
- D.6 Consider Adoption of a Notice of Exemption for the Seismic Retrofit of the Existing McCluski Redwood Tanks Project**

Director Orsini requested to pull item D.5 from the Consent Calendar.

Motion: It was moved to approve the Consent Calendar sans item D.5.

Motion by: Director Biteman **Second:** Director Orsini

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.

- D.5 Consider Award of Library and Sheriff's Substation ADA Compliance Construction to Hooven & Co., Inc.**

General Manager Kaspari presented the item.

Directors held a robust discussion and asked clarifying questions of staff regarding spreading the funding of the project across one or two fiscal years.

General Manager Kaspari informed the Board that completing the project within a single fiscal year would require using Measure B funds, which would in turn delay efforts to pay down the Parks and Recreation Department's deficit.

There was no public comment

Motion: It was moved to authorize the General Manager to execute a contract with Hooven & Co., Inc and approve a budget modification of \$200,000 to construct the necessary sidewalk and entryway improvement work at the McKinleyville Library and Sheriff's Substation to conform to ADA requirements within FY26-27.

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.

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Regional Housing Need Assessment (RHNA) Presentation by John Ford, Director of Humboldt County Building and Planning

General Manager Kaspari presented the item.

Director Ford and Michael Holtermann, Assistant Planner, gave a presentation to the Board providing an update on the County's General Plan Housing Element.

Directors asked clarifying questions.

There was no public comment.

This was an information only item. No action was taken.

E.2 Consider Adoption of Resolution 2026-28 Amending Appendix B: Facility & Park Rental Fee Schedule

Parks and Recreation Director Messmer presented the item.

Directors commented, discussed, and asked clarifying questions of staff.

There was no public comment.

Motion: It was moved to adopt Resolution 2026-28.

Motion by: Director Orsini **Second:** Director Couch

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.

E.3 Consider the Regular Board Meeting Dates, Time, and Location for the 2027 Calendar Year

Board Secretary Blaine presented the item.

There was no public comment.

This was an information only item. No action was taken.

E.4 Consider Approval of the Senior Center Management Services and Usage Agreement Between McKinleyville Community Services District (MCSD) and the McKinleyville Senior Center (MSC)

Parks and Recreation Director Messmer presented the item.

Directors asked clarifying questions of staff and held a robust discussion.

There was no public comment.

Motion: It was moved to approve the Senior Center Management Services and Usage Agreement for a term of one year and authorize the Board President to execute the Agreement.

Motion by: Director Biteman **Second:** Director Binder

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Biteman, Couch, and Mayo Nays: Orsini Absent: None

Motion Summary: Motion passed.

E.5 Consider First Reading of Ordinance 2026-05 Adding to the District's Rules and Regulations Regulation 49 – Operation of the McKinleyville BMX Track & Park

Parks and Recreation Director Messmer presented the item.

Directors discussed and asked clarifying questions.

There was no public comment

Motion: It was moved to approve the first reading of Ordinance 2026-05 by title only.

Motion by: Director Orsini **Second:** Director Couch

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.

E.6 Consider First Reading of Ordinance 2026-06 Amending the District's Rules and Regulations Rules 14.02 and 28.26 to Reference Appendix A: Current Special Fee Schedule

Board Secretary Blaine presented the item.

Directors discussed and asked clarifying questions.

There was no public comment.

Motion: It was moved to approve the first reading of Ordinance 2026-06 by title only.

Motion by: Director Orsini **Second:** Director Couch

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.

E.7 Review and Discuss Annual Board Self-Evaluation

Board Secretary Blaine presented the item.

Directors discussed the responses to the annual self-evaluation.

The Board directed staff to schedule a special meeting in early 2027 to facilitate Board planning and development workshop. It was noted that this would be a Brown Act, compliant noticed meeting that is open to the public.

There was no public comment.

This was an information only item. No action was taken.

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

a. Standing Committees

1. Parks and Recreation Committee (Binder/Biteman) Director Binder had nothing 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) Did not meet.

3. McKinleyville Municipal Advisory Committee (Binder/Orsini) Director Binder provided a summary of the July 22, 2026 meeting.

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

4. Humboldt Local Agency Formation Commission (LAFCo) (Couch) Director Couch gave a brief summary of the July 15, 2026 meeting.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Director Mayo gave an update on SB 1187 which would remove agenda translation requirements for eligible legislative bodies that were signed into law last year as part of SB 707. It was noted that the District is not an eligible legislative body, so the requirements did not apply.

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 had nothing further to add to her written report.
- d. General Manager (Patrick Kaspari):** General Manager Kaspari reminded the Board that the filing deadline for the November election is August 7, 2026 and that the ribbon cutting for the BMX Track and Park is being held on August 22, 2026.

F.4 PRESIDENT'S REPORT

President Mayo had nothing further to add.

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

Director Orsini inquired of staff about the planning of the MMAC/MCSD joint meeting.

Director Couch reported on a positive experience with the Humboldt County Office of Elections.

G. Meeting Adjourned at 8:29 p.m.

Joseph Blaine, CMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

September 2, 2026

TYPE OF ITEM: **ACTION**

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

Discussion

The July 2026 Treasurer's Report is the simple report providing a year-to-date budget to actuals with accompanying graphs as well as the monthly cash disbursement report. All budgets have been updated to reflect the approved master budget for fiscal year 2026-27.

Some highlights from the July 2026 report are as follows:

- Days of Cash on Hand is showing 126 days however this number only considers the funds held at Columbia Bank and does not include the additional \$25,907,267.51 held with California Class, of which \$18,278,465.25 are operating reserves.
- Of the \$18,278,465.25 in operating reserves at California Class, \$12,979,513 has been invested in short-term investment products to earn a higher yield (3.93%-4.14%). Interest accrues throughout the life of the term and then is credited to the District at maturity. All term products have maturities of seven to 12 months and are therefore still considered liquid (current) assets.
- Columbia Bank money market account continues to earn 2.05% for the next quarter (July1-September 30). This rate is negotiated each quarter.
- On the Budget to Actuals report, salary expenses for each fund are tracking higher than anticipated for the month of July due to the Annual Unfunded Accrued Liability (UAL) payment. This will level out throughout the fiscal year.

Alternatives:

Staff's analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Exhibits/Attachments

Attachment 1- July 31, 2026 DRAFT Treasurer's Report

McKinleyville Community Services District
Treasurer's Report
July 31, 2026

Table of Contents

Page 2	Activity Summary by Fund with Selected Graphic Comparisons
Page 9	July 2026 Cash Disbursement Report

Ratios

as of July 31, 2026

- Utility Accounts Receivable Turnover Days	12
- YTD Breakeven Revenue, Enterprise Funds:	\$ 838,353
- YTD Actual Enterprise Operating Revenue:	\$ 907,228
- Days of Cash on Hand-Operations Checking/MM	126

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

Department Summaries						% Year Remaining: 91.67%		Notes	
	July	% of Year 8.33% YTD	Approved YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Approved Total Budget	Remaining		
							Budget		Budget %
Water									All budgeted values are spread evenly across 12 months, but actuals vary by activity
Water Sales	475,184	475,184	400,000	75,184	18.80%	4,800,000	4,324,816	90.10%	
Other Revenues	34,933	34,933	19,591	15,342	78.31%	235,086	200,153	85.14%	
Total Operating Revenues	510,117	510,117	419,591	90,526	21.57%	5,035,086	4,524,969	89.87%	
Salaries & Benefits	238,845	238,845	139,129	99,716	71.67%	1,669,549	1,430,704	85.69%	Salary budget showing as high in July due to Annual UAL payment.
Water Purchased	117,597	117,597	118,890	(1,293)	-1.09%	1,426,679	1,309,082	91.76%	
Other Expenses	35,516	35,516	92,394	(56,878)	-61.56%	1,108,726	1,073,210	96.80%	
Depreciation	38,083	38,083	38,508	(425)	-1.10%	462,090	424,007	91.76%	
Total Operating Expenses	430,041	430,041	388,921	41,120	10.57%	4,667,044	4,237,003	90.79%	
Net Operating Income	80,076	80,076	30,670	49,406		368,042	287,966		
Grants	-	-	163,500	(163,500)		1,962,000	1,962,000	100.00%	
Interest Income	11,199	11,199	16,667	(5,468)	-32.81%	200,000	188,801	94.40%	
Loss(Gain) on Disposal	-	-	250	(250)		3,000	3,000	100.00%	
Interest Expense	75,115	75,115	22,295	52,820	-236.91%	267,542	192,427	71.92%	
Total Non-Operating Income	(63,916)	(63,916)	158,122	(222,038)		1,897,458	1,961,374		
Net Income (Loss)	16,160	16,160	188,792	(172,632)		2,265,500	2,249,340		
Wastewater									All budgeted values are spread evenly across 12 months, but actuals vary by activity
Wastewater Service Charges	432,044	432,044	400,000	32,044	8.01%	4,800,000	4,367,956	91.00%	
Other Revenues	56,998	56,998	26,764	30,234	112.96%	321,172	264,174	82.25%	
Total Operating Revenues	489,041	489,041	426,764	62,277	14.59%	5,121,172	4,632,131	90.45%	
Salaries & Benefits	252,142	252,142	146,690	105,452	71.89%	1,760,274	1,508,132	85.68%	Salary budget showing as high in July due to Annual UAL payment.
Other Expenses	35,932	35,932	115,717	(79,785)	-68.95%	1,388,598	1,352,666	97.41%	
Depreciation	129,167	129,167	136,063	(6,896)	-5.07%	1,632,753	1,503,586	92.09%	
Total Operating Expenses	417,240	417,240	398,470	18,770	4.71%	4,781,625	4,364,385	91.27%	
Net Operating Income	71,801	71,801	28,294	43,507		339,547	267,746		
Grants	-	-	250,000	(250,000)	-100.00%	3,000,000	3,000,000	100.00%	
Interest Income	38,048	38,048	33,333	4,715	14.15%	400,000	361,952	90.49%	
Loss(Gain) on Disposal	-	-	-	-		-	-		
Interest Expense	54,988	54,988	31,352	23,636	-75.39%	376,229	321,242	85.38%	
Total Non-Operating Income	(16,939)	(16,939)	251,981	(268,920)		3,023,771	3,040,710	100.56%	
Net Income (Loss)	54,862	54,862	280,275	(225,413)		3,363,318	3,308,456		
Enterprise Funds Net Income (Loss)	71,022	71,022	469,067	(398,045)		5,628,818	5,557,796		

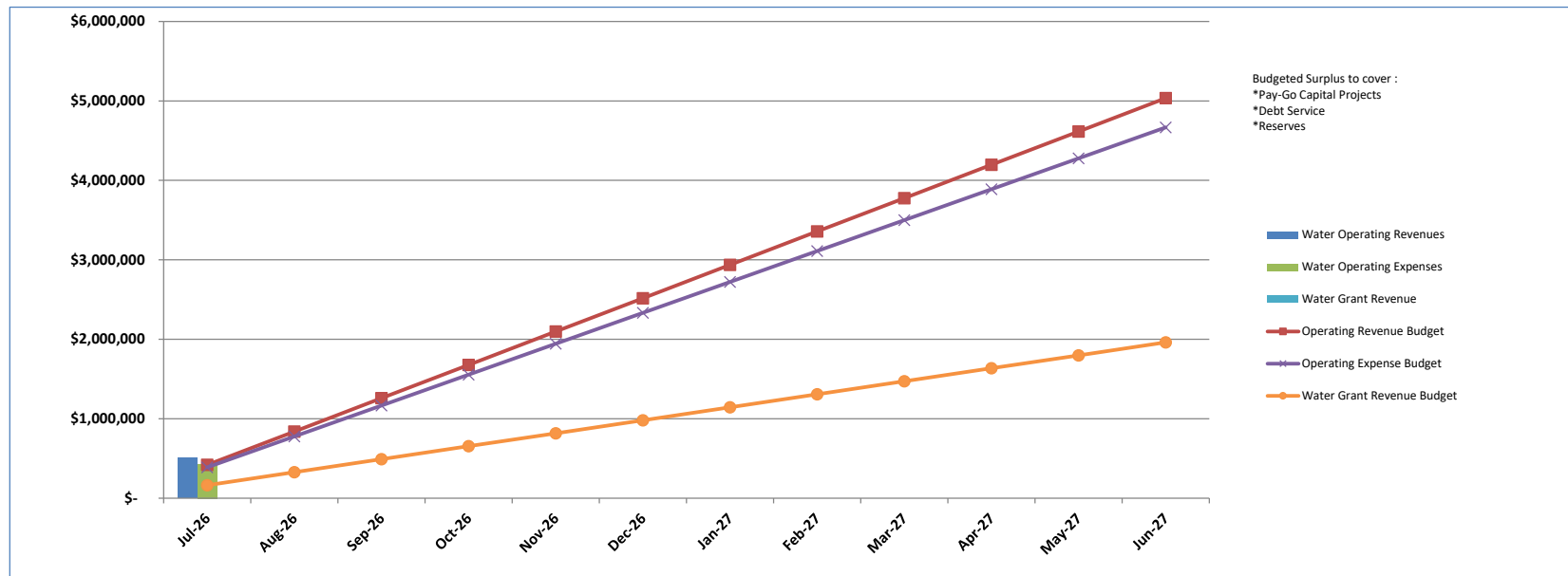
McKinleyville Community Services District
Activity Summary by Fund, Approved Budget
JULY 31, 2026

						% Year Remaining: 91.67%			
Department Summaries	July	% of Year 8.33% YTD	Approved YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Approved Total Budget	Remaining		Notes
							Budget	Budget %	
*Parks & Recreation									All budgeted values are spread evenly across 12 months, but actuals vary by activity
Program Fees	19,688	19,688	63,813	(44,125)	-69.15%	765,750	746,062	97.43%	Property Tax revenue received in December, April, and June
Rents & Facility Related Fees	4,206	4,206	8,551	(4,345)	-50.81%	102,614	98,408	95.90%	
Property Taxes	-	-	72,500	(72,500)	-100.00%	870,000	870,000	100.00%	
Other Revenues	13,795	13,795	16,341	(2,546)	-15.58%	196,093	182,298	92.96%	
Interest Income	18,278	18,278	14,583	3,695	25.34%	175,000	156,722	89.56%	
						1,239,457			
Total Revenues	55,967	55,967	175,788	(119,821)	-68.16%	2,109,457	2,053,490	97.35%	
Salaries & Benefits	237,637	237,637	117,736	119,901	101.84%	1,412,831	1,175,194	83.18%	Salary budget showing as high in July due to Annual UAL payment.
Other Expenditures	16,571	16,571	29,884	(13,313)	-44.55%	358,610	342,039	95.38%	
Total Expenditures	254,208	254,208	147,620	106,588	72.20%	1,771,441	1,517,233	85.65%	
Other Financing Sources:									
Capital Contributions	384	384	125	259	207.13%	1,500	1,116	74.41%	
Grant Revenues	-	-	93,833	(93,833)	-100.00%	1,126,000	1,126,000	100.00%	
Capital Expenditures	1,613	1,613	127,000	(125,387)	-98.73%	1,524,000	1,522,387	99.89%	
Excess (Deficit)	(199,470)	(199,470)	(4,874)	(194,596)		(58,484)			
*Measure B Assessment									All budgeted values are spread evenly across 12 months, but actuals vary by activity
Total Revenues	6,779	6,779	66,535	(59,756)	-89.81%	798,425	791,646	99.15%	Assessment Revenue Received in December, April, and June
							-		
Salaries & Benefits	20,801	20,801	18,055	2,746	15.21%	216,665	195,864	90.40%	
Other Expenditures	13,062	13,062	23,975	(10,913)	-45.52%	287,696	274,634	95.46%	
Capital Expenditures/Loan Repayment	9,113	9,113	8,917	196	2.20%	107,000	97,887	91.48%	
Total Expenditures	42,976	42,976	50,947	(7,971)	-15.65%	611,361	568,385	92.97%	
Excess (Deficit)	(36,197)	(36,197)	15,588	(51,785)		187,064	223,261		
*Street Lights									All budgeted values are spread evenly across 12 months, but actuals vary by schedule
Total Revenues	13,366	13,366	12,754	612	4.80%	153,050	139,684	91.27%	
Salaries & Benefits	8,182	8,182	4,902	3,280	66.90%	58,824	50,642	86.09%	Salary budget showing as high in July due to Annual UAL payment.
Other Expenditures	4,938	4,938	6,862	(1,924)	-28.04%	82,342	77,404	94.00%	Budgeted to purchase a boom truck in FY26/27.
Capital Expenditures/Loan Repayment	-	-	7,917	(7,917)	-100.00%	95,000	95,000	100.00%	
Total Expenditures	13,119	13,119	19,681	(6,562)	-33.34%	236,166	223,047	94.44%	
Excess (Deficit)	247	247	(6,927)	7,174		(83,116)	(83,363)		
Governmental Funds Excess (Deficit)	(235,420)	(235,420)	3,787	(239,207)		45,464	139,898		

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

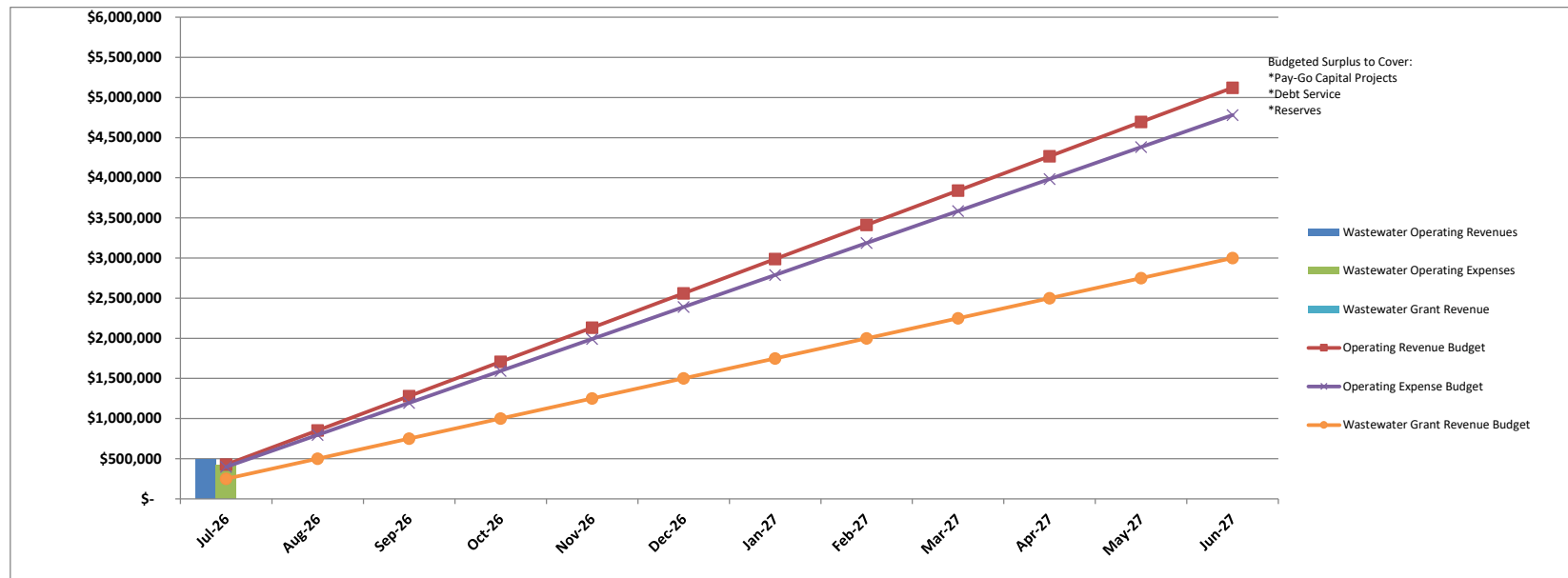
McKinleyville Community Services District
As of JULY 31, 2026

Comparison of Water Fund Operating Revenues & Expenses to Budget



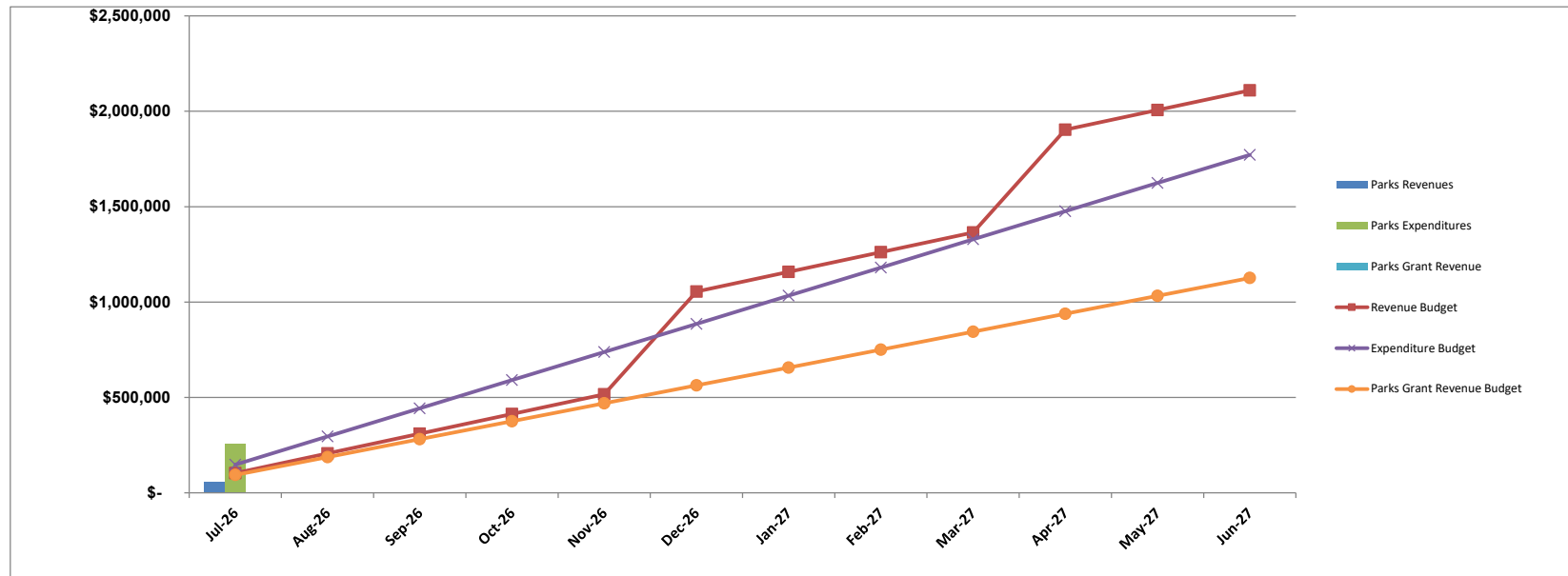
McKinleyville Community Services District
As of JULY 31, 2026

Comparison of Wastewater Fund Operating Revenues & Expenses to Budget



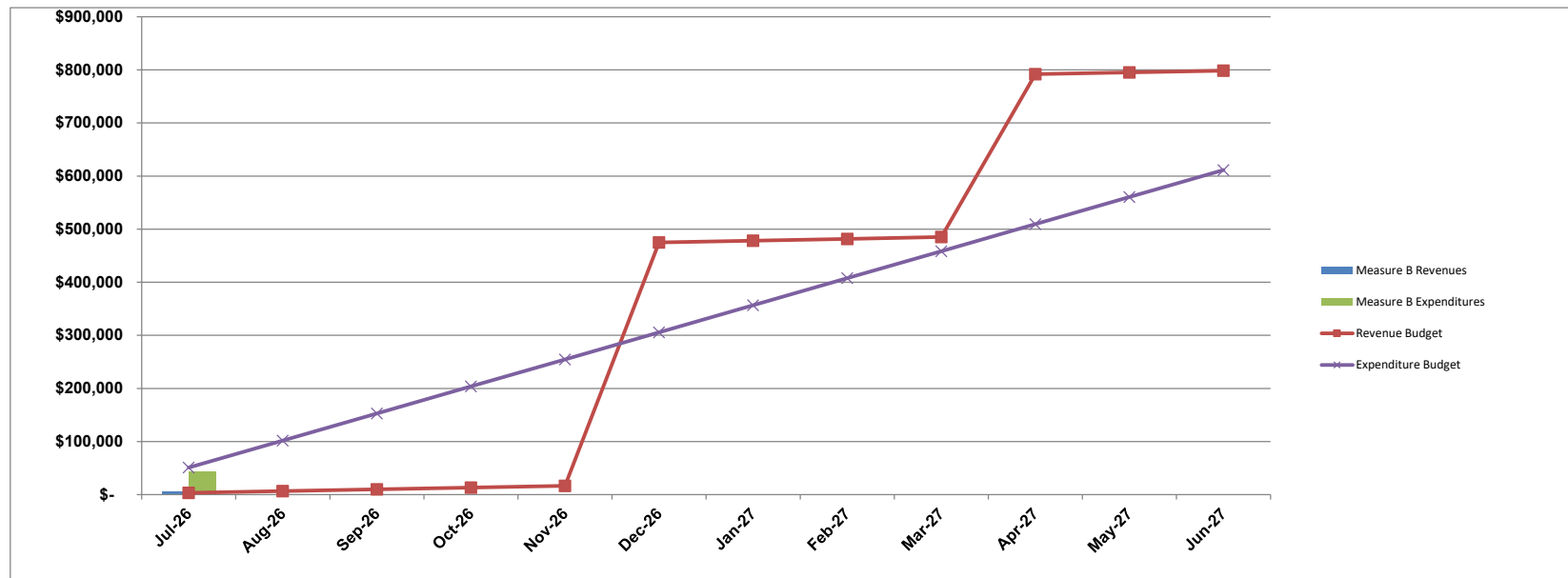
**McKinleyville Community Services District
As of JULY 31, 2026**

Comparison of Parks & Recreation Total Revenues & Expenditures to Budget



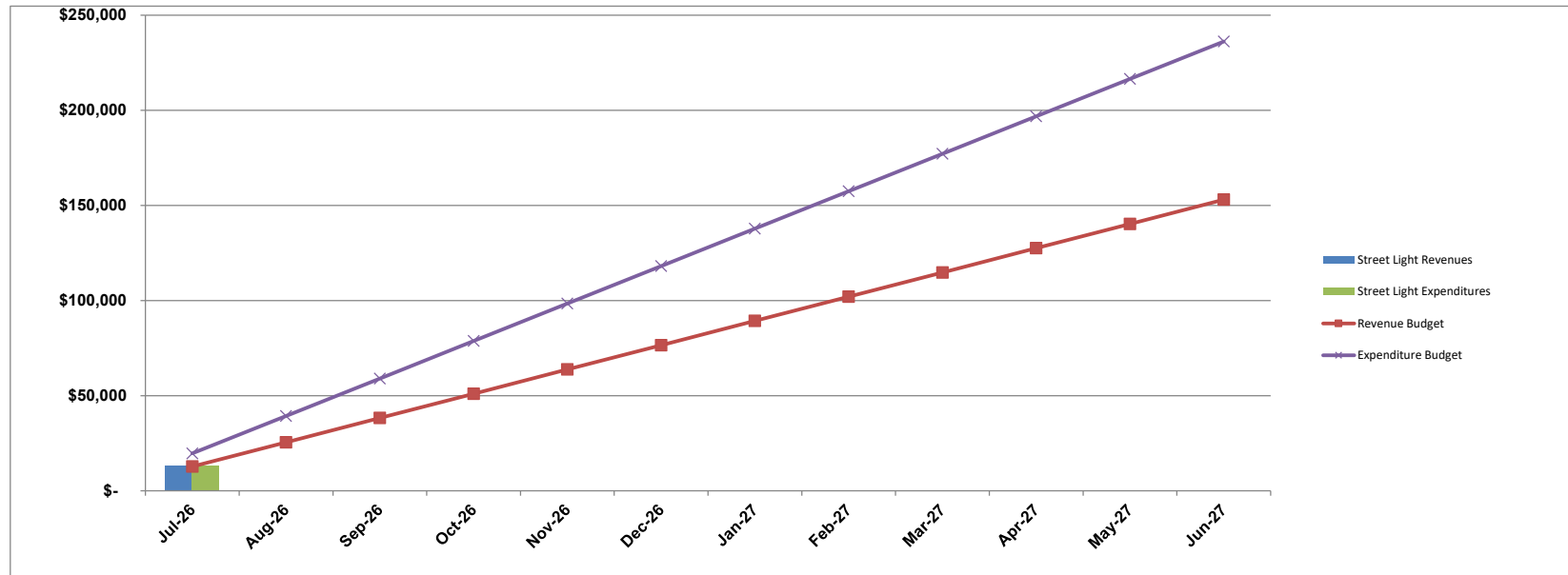
McKinleyville Community Services District
As of JULY 31, 2026

Comparison of Measure B Fund Total Revenues & Expenditures to Budget



McKinleyville Community Services District
As of JULY 31, 2026

Comparison of Street Light Fund Total Revenues & Expenditures to Budget



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

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
Accounts Payable Disbursements						
045426	7/1/2026	*0005	CUSTOMER REFUND	100.00	C60701	DEPOSIT REFUND
045427	7/1/2026	*0023	CUSTOMER REFUND	100.00	C60701	DEPOSIT REFUND
045428	7/1/2026	*0088	CUSTOMER REFUND	138.00	C60701	REFUND (KIDS CAMP)
045429	7/1/2026	*0089	CUSTOMER REFUND	200.00	C60701	DEPOSIT REFUND
045430	7/1/2026	*0090	CUSTOMER REFUND	100.00	C60701	DEPOSIT REFUND
045431	7/1/2026	*0091	CUSTOMER REFUND	100.00	C60701	DEPOSIT REFUND
045432	7/1/2026	*0092	CUSTOMER REFUND	100.00	C60701	DEPOSIT REFUND
045433	7/1/2026	*0093	CUSTOMER REFUND	100.00	C60701	DEPOSIT REFUND
045434	7/1/2026	*0094	CUSTOMER REFUND	100.00	C60701	DEPOSIT REFUND
045435	7/1/2026	*0095	CUSTOMER REFUND	100.00	C60701	DEPOSIT REFUND
045436	7/1/2026	*0096	CUSTOMER REFUND	100.00	C60701	DEPOSIT REFUND
045437	7/1/2026	BAD01	BADGER METER, Inc.	426.86	80242098	MONTHLY FEE
045438	7/1/2026	DUN01	CUSTOMER REFUND	15.20	C60701	REIMBURSEMENT (PLAYGROUP
				15.98	C60701.2	REIMBURSEMENT (PLAYGROUP
			Check Total:	31.18		
045439	7/1/2026	HAR13	The Hartford - Priority A	543.15	189561664	GRP. HEALTH INSURANCE
045440	7/1/2026	HUM04	HUMBOLDT COUNTY PLANNING	100.00	C60701	DEPOSIT REFUND
045441	7/1/2026	LOD01	F. LODUCA CO.	145,096.39	C60701	BMX PARK PAY REQUEST #9
045442	7/1/2026	MCD01	PARKS AND REC DIRECTOR	69.15	C60701	REIMBURSEMENT (KIDS CAMP)
045443	7/1/2026	MES01	PARKS AND REC DIRECTOR	392.58	C60701	REIMBURSEMENT (GRILL)
045444	7/1/2026	PGE11	PGE STREETLIGHTS	22.33	C60701	GAS & ELECTRIC SEWER PUMP
045445	7/1/2026	PGE12	PGE	346.77	C60701	GAS & ELECTRIC HILLER SPO
045446	7/1/2026	PGE13	PGE	23.81	C60701	GAS & ELECTRIC OPEN SPACE
045447	7/1/2026	ROB01	MAINT. WORKER	275.60	C60701	SAFETY ALLOTMENT (BOOTS)
045448	7/1/2026	VER01	VERIZON WIRELESS	108.83	146684898	PAGING/ALARMS
045449	7/1/2026	\C029	COTTAGE REALTY	62.90	000C60701	MQ CUSTOMER REFUND
045450	7/1/2026	\C036	MQ CUSTOMER REFUND	154.08	000C60701	MQ CUSTOMER REFUND
045451	7/1/2026	\D027	MQ CUSTOMER REFUND	142.60	000C60701	MQ CUSTOMER REFUND

045452	7/1/2026 \H015	MQ CUSTOMER REFUND	7.58	000C60701	MQ CUSTOMER REFUND
045453	7/1/2026 \K008	MQ CUSTOMER REFUND	16.05	000C60701	MQ CUSTOMER REFUND
045454	7/1/2026 \L028	MQ CUSTOMER REFUND	36.41	000C60701	MQ CUSTOMER REFUND
045455	7/1/2026 \M033	MQ CUSTOMER REFUND	79.08	000C60701	MQ CUSTOMER REFUND
045456	7/1/2026 \P021	MQ CUSTOMER REFUND	30.89	000C60701	MQ CUSTOMER REFUND
045457	7/1/2026 \P022	MQ CUSTOMER REFUND	349.31	C60701	REFUNDING CREDIT ON ACCT
045458	7/1/2026 \R017	MQ CUSTOMER REFUND	26.83	000C60701	MQ CUSTOMER REFUND
045459	7/1/2026 \S032	MQ CUSTOMER REFUND	23.11	000C60701	MQ CUSTOMER REFUND
045460	7/9/2026 10102	101 NETLINK	80.00	0260701-1	BACKUP INTERNET SERVICES
045461	7/9/2026 ACC04	ACCURATE DRUG TESTING SER.	110.00	0015804	DOT PHYSICAL EXAM
045462	7/9/2026 ACW01	CB&T/ACWA-JPIA	26,294.72	0709705	GRP. HEALTH INS
045463	7/9/2026 ATT07	AT&T ACCT 9391081626	187.19	025475819	PHONE LINES
045464	7/9/2026 CAL02	CA DEPT OF FISH & WILDLIF	2,896.25	C60709	APPLICATION FEE
045465	7/9/2026 CAM01	CAMPTON ELECTRIC SUPPLY	1,276.93	0-1081771	REPAIRS/SUPPLY
045466	7/9/2026 CIV01	CIVICPLUS, LLC	10,080.00	378148	DOCACCESS PRO SUBSCRIPTIO
			555.10	378270	SUBSCRIPTIONS
		Check Total:	10,635.10		
045467	7/9/2026 COA01	COASTAL BUSINESS SYSTEMS	178.50	42392542	LEXMARK XM3250 COPIERS
045468	7/9/2026 CRA01	CRAWFORD & ASSOCIATES, INC	542.50	45006	MCCLUSKI TANKS
			248.75	45007	BMX PARK PROJECT
		Check Total:	791.25		
045469	7/9/2026 DAZ01	DAZEY'S SUPPLY	82.68	12067	REPAIRS/SUPPLY
045470	7/9/2026 FED01	FedEx Office	149.71	935643813	LAB SHIPPING
045471	7/9/2026 GHD01	GHD	2,875.46	0-0094013	LETZ AVENUE SEWER FORCE
			1,050.00	0-0094224	FISCHER LIFT STATION UPGRADE
		Check Total:	3,925.46		
045472	7/9/2026 HEA01	HEALTHEQUITY, ATTN: CLIEN	17.70	WK7B70A	MONTHLY FEES (JULY 2026)
045473	7/9/2026 HUM01	HUMBOLDT BAY MUNICIPAL WA	109,109.32	C60709	WTR PURCHASED
045474	7/9/2026 INF02	INFOSEND	3,852.88	312921	MAILING AND POSTAGE
045475	7/9/2026 JOH01	MAINT. WORKER	201.19	C60709	SAFETY ALLOTMENT
045476	7/9/2026 KEN02	KENNEDY/JENKS CONSULTANTS	9,356.25	188862	4.5MG TANK
			112,183.63	188865	MCCLUSKI TANK
		Check Total:	121,539.88		
045477	7/9/2026 KER01	KERNEN CONSTRUCTION	1,398.68	36937	REPAIRS/SUPPLY
045478	7/9/2026 LDA01	LDA PARTNERS	1,538.00	32/635022	ARCHITECTURAL SERVICES

045479	7/9/2026	MCK03	MCKINLEYVILLE OFFICE SUPP	13.03	55789	OFFICE SUPPLIES
045480	7/9/2026	MEY01	MCSD EMPLOYEE	300.00	C60709	SAFETY ALLOTMENT (WORK BO
045481	7/9/2026	MIT01	MITCHELL LAW FIRM	1,480.00	11418	LEGAL SERVICES
045482	7/9/2026	NOR13	NORTHERN CALIFORNIA SAFET	120.00	31207	MONTHLY FEE
045483	7/9/2026	PAC03	PACE SUPPLY CORP	3,996.56	211523205	REPAIRS/SUPPLY
045484	7/9/2026	PGE01	PG & E (Office & Field)	39,661.28	C60709	GAS & ELECTRIC
045485	7/9/2026	SEC03	SECURITY LOCK & ALARM	60.64	220049872	MAC CABINET KEYS
045486	7/9/2026	STA22	SWRCB	4,212.00	C60709	APPLICATION FEE (MAD RIVE
045487	7/9/2026	USA01	USA BLUEBOOK	2,954.99	V01081133	PARTS AND SUPPLIES
				26.70	V01081500	PARTS AND SUPPLIES
			Check Total:	2,981.69		
045488	7/9/2026	VAL01	VALLEY PACIFIC PETROLEUM	950.45	26-000781	GAS/OIL/LUBE
045489	7/9/2026	VAL02	VALLEY PACIFIC	3,358.79	26-000204	GAS/OIL/LUBE
045490	7/16/2026	AMA01	AMAZON CAPITAL SERVICES	4,135.41	CHKT6GG1Y	AMAZON PURCHASES
045491	7/16/2026	COA01	COASTAL BUSINESS SYSTEMS	1,326.79	42485959	OFFC EQUIP LEAS (SHARP)
045492	7/16/2026	COL04	COLUMBIA BANK COMMERCIAL	15.99	0726BD	CREDIT CARD PURCHASES
				764.47	0726JH	CREDIT CARD PURCHASES
				901.68	0726KM	CREDIT CARD PURCHASES
				606.15	0726LF	CREDIT CARD PURCHASES
				1,427.43	0726PK	CREDIT CARD PURCHASES
				15.44	0726SH	CREDIT CARD PURCHASES
				850.56	0726PARKS	CREDIT CARD PURCHASES
			Check Total:	4,581.72		
045493	7/16/2026	KAS01	GENERAL MANAGER	79.11	C60716	REIMBURSEMENT
045494	7/16/2026	KEN02	KENNEDY/JENKS CONSULTANTS	53,595.51	188918	MAD RIVER WATERMAIN CROSS
045495	7/16/2026	MCK04	MCK ACE HARDWARE	806.12	C60716	REPAIRS/SUPPLY
045496	7/16/2026	MEN01	MENDES SUPPLY CO.	74.28	C60716	REPAIRS/SUPPLY
045497	7/16/2026	MIC02	MICROBAC LABORATORIES, IN	12,161.00	C60716	LAB TESTS
045498	7/16/2026	MIL01	Miller Farms Nursery	1,921.87	C60716	REPAIRS/SUPPLY
045499	7/16/2026	NOR20	NORTHCOAST EMPLOYERS ADVI.	40.00	2750	ANNUAL DUES (07/01/2026)
045500	7/16/2026	PGE10	PGE STREETLIGHTS	5.92	C60716	GAS & ELECTRIC S.L.- ZONE
045501	7/16/2026	RYA02	RYAN HENNESSY	365.00	1843	PROFESSIONAL SERVICES
045502	7/16/2026	THO02	Thomas Home Center	484.09	C60716	REPAIRS/SUPPLY
045503	7/16/2026	TYL01	TYLER TECHNOLOGIES, INC	2,175.00	25-559451	PROFESSIONAL SERVICES
045504	7/16/2026	STA22	SWRCB	3,672.00	C60716	ADDITIONAL FEES
045505	7/23/2026	*0001	MQ CUSTOMER REFUND	100.00	C60723	DEPOSIT REFUND

045506	7/23/2026	ATT04	ATT	865.91	369018116	TELEMETRY
045507	7/23/2026	BLA01	MCSD EMPLOYEE	787.00	C60723	FLEX SPENDING
045508	7/23/2026	COR01	CORBIN WILLITS SYSTEMS	1,218.70	00C607151	SUBSCRIPTIONS
045509	7/23/2026	GHD01	GHD	6,279.81	0-0094934	SEWER HIGHWAY CROSSINGS R
045510	7/23/2026	HUM08	HUMBOLDT SANITATION	774.80	66X01745	1620 PICKETT RD TRASH SERVICE
				1,072.40	66X01746	1656 SUTTER TRASH SERVICE
				774.80	66X01747	1705 GWIN RD TRASH SERVICE
				386.35	66X01748	675 HILLER RD TRASH SERVICE
			Check Total:	3,008.35		
045511	7/23/2026	IND01	INDEPENDENT BUS. FORMS	612.31	44772	OFFICE SUPPLIES
045512	7/23/2026	INF03	INFINITE CONSULTING SERVICE	6,445.00	14122	MONTHLY HOSTING FEE
045513	7/23/2026	KAS01	GENERAL MANAGER	20.00	C60723	REIMBURSEMENT
045514	7/23/2026	KEV01	KEVIN HUNTLEY	200.00	019	PROFESSIONAL SERVICES
045515	7/23/2026	MAD02	MAD RIVER UNION	80.00	459279	LEGAL AD
045516	7/23/2026	MCC02	MCCROMETER, INC.	3,981.30	632903	REPAIRS/SUPPLY
045517	7/23/2026	NAT04	NATURE JOE'S	250.00	C60723	PROFESSIONAL SERVICES
045518	7/23/2026	NOR35	NORTHERN HUMBOLDT	2,201.57	ES26-172	WEEDING AND MULCHING CENT
				164.09	ES26-173	GROUNDWORK PIERSON PARK
			Check Total:	2,365.66		
045519	7/23/2026	ORE01	O'REILLY AUTOMOTIVE, INC.	38.05	37-334485	REPAIRS/SUPPLY
045520	7/23/2026	SHA02	SHADY LADY	90.00	Q-1518	PROFESSIONAL SERVICES
045521	7/23/2026	TYL01	TYLER TECHNOLOGIES, INC	580.00	25-560112	PROFESSIONAL SERVICES
				7,084.00	25-560332	PROFESSIONAL SERVICES
				2,972.50	25-560698	PROFESSIONAL SERVICES
			Check Total:	10,636.50		
045522	7/23/2026	WIL09	WILLDAN FINANCIAL SERVICE	4,061.26	010-66793	MEASURE B (FY26/27)
045523	7/28/2026	TRI02	TRINITY DIESEL INC.	14,050.00	100-10596	DEPOSIT FOR MASTICATOR
045524	7/30/2026	FED01	FedEx Office	116.72	937517461	LAB SHIPPING
045525	7/30/2026	HOW01	FINANCE DIRECTOR	923.70	C60730	FLEX SPENDING
045526	7/30/2026	MCC01	MCCAMPBELL ANALYTICAL, INC	205.00	2607322	PROFESSIONAL SERVICES
045527	7/30/2026	NAT02	NATA CONSTRUCTION, INC.	9,113.25	722-26	PROFESSIONAL SERVICES
045528	7/30/2026	PGE04	PG&E	8.04	C60730	GAS & ELECTRIC S.L.- ZONE
045529	7/30/2026	PGE05	PGE	628.63	C60730	GAS & ELECTRIC S.L.- ZONE
045530	7/30/2026	PGE06	PG&E-STREETLIGHTS	28.53	C60730	GAS & ELECTRIC S.L.- ZONE
045531	7/30/2026	PGE07	PG&E STREETLIGHTS	1,816.01	C60730	GAS & ELECTRIC
045532	7/30/2026	PGE08	PGE STREETLIGHTS	27.62	C60730	GAS & ELECTRIC S.L.- ZONE

045533	7/30/2026	PGE09	PGE-STREETLIGHTS	138.38	C60730	GAS & ELECTRIC S.L.- ZONE
045534	7/30/2026	PGE11	PGE STREETLIGHTS	22.35	C60730	GAS & ELECTRIC SEWER PUMP
045535	7/30/2026	PGE12	PGE	260.70	C60730	GAS & ELECTRIC HILLER SPORTS
045536	7/30/2026	PGE13	PGE	24.63	C60730	GAS & ELECTRIC OPEN SPACE
045537	7/30/2026	PGE14	PG&E	10.14	C60730	GAS & ELECTRIC S.L.- ZONE
045538	7/30/2026	PGE18	PG&E	7.52	C60730	GAS & ELECTRIC S.L.- ZONE
045539	7/30/2026	PIT01	PITNEY BOWES GLOBAL FINAN	483.97	C60730	OFFC EQUIP LEASE
045540	7/30/2026	SDR01	SDRMA	38.28	80728	PROPERTY/LIABILITY
045541	7/30/2026	TPX01	TPx COMMUNICATIONS	2,249.29	1343169-0	INTERNET SERVICES
045542	7/30/2026	UND01	UNDERGROUND SERVICE ALERT	483.24	2434USB26	STATE OF CALIFORNIA
				1,142.87	524342026	MEMBERSHIP FEE + BILLABLE
			Check Total:	1,626.11		
			Total Disbursements, Accounts payable:	649,245.91		
22588-22640	7/10/2026		MCSD Employees	39,384.33		PAYROLL
22641	7/8/2026	CAL12	CalPERS 457 Plan	7,376.03	C60706	RETIREMENT
				769.77	1C60706	PERS 457 LOAN PMT
				160.51	2C60706	ROTH 457
			Check Total:	8,306.31		
22642	7/8/2026	DIR01	DIRECT DEPOSIT VENDOR- US	52,475.64	C60706	Direct Deposit
22643	7/8/2026	EMP01	Employment Development	2,653.62	C60706	STATE INCOME TAX
				1,633.37	1C60706	SDI
			Check Total:	4,286.99		
22644	7/8/2026	HEA01	HEALTHEQUITY	225.00	C60706	HSA
22645	7/8/2026	HUM29	UMPQUA BANK--PAYROLL DEP.	11,307.23	C60706	FEDERAL INCOME TAX
				15,655.48	1C60706	FICA
				3,609.16	2C60706	MEDICARE
			Check Total:	30,571.87		
22646	7/8/2026	ACW01	CB&T/ACWA-JPIA	69,846.16	C60630	MED-DENTAL-EAP INSURANCE
22647	7/8/2026	PUB01	Public Employees PERS	30,185.37	C60630	PERS PAYROLL REMITTANCE
22648-22649	7/9/2026		MCSD Employees	11,149.77		PAYROLL
22650	7/9/2026	EMP01	Employment Development	-	C60708	STATE INCOME TAX
				156.95	1C60708	SDI
			Check Total:	156.95		
22651	7/9/2026	HUM29	UMPQUA BANK--PAYROLL DEP.	-	C60708	FEDERAL INCOME TAX
				1,497.10	1C60708	FICA
				350.12	2C60708	MEDICARE
			Check Total:	1,847.22		
22652-22708	7/25/2026		MCSD Employees	48,555.28		PAYROLL
22709	7/24/2026	CAL12	CalPERS 457 Plan	7,552.83	C60723	RETIREMENT
				769.77	1C60723	PERS 457 LOAN PMT

			165.04	2C60723	ROTH 457
		Check Total:	8,487.64		
22710	7/24/2026 DIR01	DIRECT DEPOSIT VENDOR- US	54,106.88	C60723	Direct Deposit
22711	7/24/2026 EMP01	Employment Development	3,153.56	C60723	STATE INCOME TAX
			1,826.09	1C60723	SDI
		Check Total:	4,979.65		
22712	7/24/2026 HEA01	HEALTHEQUITY, ATTN: CLIE	225.00	C60723	HSA
22713	7/24/2026 HUM29	UMPQUA BANK--PAYROLL DEP.	12,957.00	C60723	FEDERAL INCOME TAX
			17,417.76	1C60723	FICA
			4,029.60	2C60723	MEDICARE
		Check Total:	34,404.36		
		Total Disbursements, Payroll:	399,194.42		
		TOTAL CHECK DISBURSEMENTS	1,048,440.33		

McKinleyville Community Services District

BOARD OF DIRECTORS

September 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.

1 st Notice	July 9, 2026
10 Day Notice	August 21, 2026
Board Meeting	September 2, 2026
Lock Day	October 12, 2026

Account #	Address
13-051-035	Margo Lane F/S
13-810-000	1458 Reasor Road
13-435-000	2745 Warner Road

This Page Left Intentionally Blank

McKinleyville Community Services District

BOARD OF DIRECTORS

Sept. 2, 2026

TYPE OF ITEM: **ACTION**

ITEM: E.1 **Consider Adoption of Resolution 2026-29 Supporting the Necessity for a Professional Comprehensive Traffic Circulation Study for the Community of McKinleyville as it Relates to the Proposed Road Diet on Central Avenue**

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

TYPE OF ACTION: **Roll Call**

Recommendation:

Staff recommends that the Board discuss the item, take Public Comment and adopt Resolution 2026-29 supporting the necessity for a Traffic Circulation Study for McKinleyville prior to the implementation of the Road Diet on Central Avenue.

Discussion:

The Humboldt County Planning Department and the McKinleyville Municipal Advisory Committee (MMAC) spent several years preparing the Draft McKinleyville Town Center Ordinance, which was adopted by the Board of Supervisors (BOS) on October 20, 2025. Prior to the BOS adoption, the Humboldt County Planning Commission, at their September 18, 2025 meeting, recommended approving the Town Center Ordinance with the caveat that a thorough McKinleyville-wide circulation and traffic study be conducted prior to the design of any changes to Central Avenue. At their October 20, 2025 meeting, the Board of Supervisors adopted the Town Center Ordinance without the inclusion of the Planning Commission's recommendation for the circulation and traffic study.

The District remains concerned about the impacts of the proposed Central Avenue road diet on our ability to maintain our infrastructure. These concerns were outlined in a comment letter on the Town Center Draft Environmental Impact Report dated May 8, 2025, which the MCSD Board approved at the May 7, 2025 Regular Board Meeting (see **Attachment 2**). The MCSD Board also approved the submittal of a comment letter to the Board of Supervisors at the MCSD October 1, 2025 Board Meeting, reiterating these concerns and supporting the Planning Commission's recommendation for a community-wide Traffic Study (see **Attachment 3**). As a response to the MCSD letter and after the BOS adoption of the Ordinance, Humboldt County Public Works Director Thomas Mattson provided a letter dated April 26, 2026 (see **Attachment 4**) stating the County's intent to work closely with MCSD on any road projects with the MCSD Service Area "...especially with the development of the Town Center Ordinance."

However, to further memorialize the District's concern around the potential impacts to the District's infrastructure and operations by the proposed changes to Central Avenue contained in the Town Center Ordinance, Director's Mayo and Orsini prepared the Draft Resolution 2026-29 (see **Attachment 1**) for consideration by the rest of the Board.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2026-29
- Attachment 2 – Draft EIR Comment Letter, May 8, 2025
- Attachment 3 – Board of Supervisors Letter, October 1, 2025
- Attachment 4 – Mattson Letter, April 21, 2026

RESOLUTION 2026-29**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT SUPPORTING THE NECESSITY FOR A PROFESSIONAL COMPREHENSIVE TRAFFIC CIRCULATION STUDY FOR THE TOWN OF MCKINLEYVILLE AS IT RELATES TO THE PROPOSED ROAD DIET ON CENTRAL AVENUE**

WHEREAS, McKinleyville Community Services District (MCSD) appreciates the County of Humboldt's overall engagement with MCSD, the McKinleyville Municipal Advisory Committee (MMAC) and the community throughout the Town Center Ordinance process; and

WHEREAS, MCSD is concerned that, when approving the McKinleyville Town Center Ordinance, the Humboldt County Board of Supervisors did not require the Circulation Study recommended by the Humboldt County Planning Commission that was broadly supported by MCSD and the community before determining whether to implement a road diet on Central Avenue; and

WHEREAS, the County supported the Humboldt County Association of Governments (HCOAG) to hire national experts, Victor Dover, Dan Burden and Josh Meyer to host community workshop on tools and strategies for creating safer, walkable and connected communities, and these experts recommended a comprehensive circulation study for the community of McKinleyville; and

WHEREAS, the County's own traffic study prepared for the Town Center EIR outlined potential impacts to various intersections by the proposed Central Avenue Road Diet to surrounding roads; and

WHEREAS, MCSD's position is that traffic conditions are complex and a Circulation Study is needed to evaluate proposed changes at specific streets, intersection and locations throughout McKinleyville to consider the potential effects of a road diet on Central Avenue on traffic impacts for the safety of the public and MCSD's ability to maintain their facilities and infrastructure in McKinleyville; and

WHEREAS, for example, when there was a disagreement between MCSD's calculated ability to serve new housing and the County of Humboldt's assertions in their DEIR during the 2011 General Plan update, and the lack of cooperation and communication resulted in the September 20, 2011 litigation which is always the least preferable option; and

WHEREAS, the lowering of School Road and the resulting water main conflict in 2011, and the construction of medians on Central Avenue in 2016 were also concerns that were rectified with cooperation from both agencies; and

WHEREAS, the absence of a required Circulation Study component does not provide the needed planning guidance that MCSD's legacy, capital improvement and strategic planning require;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of MCSD requests the County of Humboldt seek out funding for a comprehensive professional traffic circulation study for the entirety of the community of McKinleyville. MCSD commits to cooperating in also seeking out available grant funding, and MCSD looks forward to working with the County of Humboldt and the MMAC to develop the best solutions for the McKinleyville Community.

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

AYES:

NOES:

ABSENT:

ABSTAIN:

Dennis Mayo, Board President

Attest:

Joseph Blaine, CMC, Board Secretary



May 8, 2025

Humboldt County Planning and Building Department
Long Range Planning Division
3015 H Street
Eureka, CA 95501
Sent via email: CEQAresponses@co.humboldt.ca.us

**RE: McKinleyville Town Center DEIR Comments
SCH # 2024031111**

To Whom it May Concern:

On April 10, 2025, the McKinleyville Community Services District (MCSD or District) received a Notice of Availability (NOA) for the Draft Environmental Impact Report (DEIR) from the Humboldt County Planning and Building Department (County or Lead Agency) for the McKinleyville Town Center Zoning Amendment (Project), State Clearing House # 2024031111. MCSD appreciates the opportunity to provide feedback and understands the Lead Agency will accept comments through May 27, 2025. As the Agency that provides water, sewer, streetlights and Parks & Recreation services to the community of McKinleyville, MCSD has jurisdiction over these services and the related infrastructure associated with them. MCSD offers the following comments and recommendations in our role as Responsible Agency pursuant to the California Environmental Quality Act (CEQA; Pub. Resources Code, §21000 et seq.). These comments are intended to minimize Project impacts on public resources.

Project Description

The County is proposing rezoning actions that would implement the vision and policies in the General Plan and the McKinleyville Community Plan for developing a Town Center in McKinleyville. The McKinleyville Community Plan identifies the Town Center location, which is illustrated and described in the DEIR. The rezoning actions would: 1) change existing zoning from a combination of residential, commercial, and public facility classifications to Mixed Use; and 2) apply Q-Zone combining zone regulations that modify the underlying Mixed-Use regulations, and that are intended to facilitate development design consistent with the Town Center vision.

The Town Center site is approximately 134 acres in size. New development capacity would be limited to vacant areas of the site, nearly all of which are located west of Central Avenue. As such, the DEIR focuses on environmental setting conditions in the vacant area west of Central Avenue and the impacts of developing that area. Up to 2,650 multi-family residential dwelling units, 632,800 square feet of retail/commercial building, and 271,200 square feet of office building capacity is being assumed. Existing developed portions of the site could redevelop over time, but it is assumed that such projects would not increase the existing number of residential units and/or amount of nonresidential building square footage on the subject sites.

The proposed project also includes a general plan amendment that would modify the definition of a wetland found in the McKinleyville Community Plan to ensure the definition is consistent with definition in the General Plan.

Once the County approves the rezoning and general plan amendment actions, it would be possible

for the County to consider applications for individual projects within the site. At this time, the County has been in discussions with Life Plan Humboldt about its intent to develop a senior, aging-in-place project on about 15 acres of vacant land located south of Hiller Road. This is the only “reasonably foreseeable” individual project being considered within the project site as known to the County as of the date of the DEIR. Individual future projects proposed within the site that are consistent with the proposed zoning would not require further CEQA review. Projects which are not consistent may require further CEQA review, subject to the discretion of the Humboldt County Director of Planning and Building.

Potential Impacts

In general, the McKinleyville CSD is very supportive of this project and feels like the DEIR adequately addresses all potential impacts from this important addition to McKinleyville. MCSD offers the following comments in our role as Responsible Agency pursuant to the California Environmental Quality Act (CEQA; Pub. Resources Code, §21000 et seq.).

Section 14.0 – Water Demand & Supply

The District worked closely with EMC Planning Group on this section of the DEIR. MCSD feels the analysis of potential impacts and the mitigation measure presented in the Section, more than adequately address the potential effects of the project. The District has been working with Life Plan Humboldt on the necessary water system upgrades to service that project, and as stated in the DEIR, the District will work with the owners of any future development to address specific project needs related to the water supply system.

Section 15.0 – Wastewater

The District worked closely with EMC Planning Group on this section of the DEIR. MCSD feels the analysis of potential impacts and the mitigation measure presented in the Section more than adequately address the potential effects of the project. The District has been working with Life Plan Humboldt on the necessary wastewater system upgrades to service that project, and as stated in the DEIR, the District will work with the owners of any future development to address specific project needs related to the wastewater system.

Section 16.7 – Parks & Recreation

MCSD feels the analysis of potential impacts presented in the Section more than adequately address the potential effects of the project. The District will continue to work with the County on the allocation of Quimby¹ funds generated from the Town Center to further develop and improve the Parks in McKinleyville.

Section 16.0 – Transportation

The District has extensive water and sanitary sewer infrastructure under all the existing roads within the Town Center boundary. Routine maintenance of these facilities frequently requires District vehicles and personnel to occupy one or more existing travel lanes on these roads and detour traffic around the work. The lack of through roads in McKinleyville frequently does not allow detours to adjacent roadways to get around the work and requires occupying travel lanes on the existing roads including reversing the flow of travel in the lanes or using turn lanes as travel lanes.

¹ The Quimby Act, which is within the Subdivision Map Act, authorized the legislative body of a city or county to require the dedication of land or to impose fees for park or recreational purposes as a condition to the approval of a tentative map or parcel subdivision map if specified requirements are met.

The District is fully aware of the need to help further ensure the safety of pedestrians and bicyclists along all the roads in McKinleyville and is aware of the potential conflicts between various modes of travel. The District does not have concerns about the proposed improvements detailed in the DEIR for Hiller Avenue or the other roads surrounding the Town Center. We feel these changes can be designed with minimal impact to District access to our infrastructure and feel that the proposed changes to Hiller would make our work, and the Public's interaction with our work, safer.

The District is, however, concerned with the proposed modifications to Central Avenue and potential impacts to the District's ability to access and maintain our water and sewer infrastructure under Central Avenue. The District has two water mains that run under Central Avenue as well as a sanitary sewer main that carries much of the wastewater flow from the east side of McKinleyville to our Wastewater Treatment Plant on the west end of Hiller Avenue. Potable water, firefighting water and sanitary sewer laterals come off the east and west sides of the associated mains and cross Central Avenue to service the businesses and residences.

Much of the existing commercial development along this portion of Central Avenue consists of restaurants and fast-food franchises. Although the District has a well-developed Fats-Oils-Grease (FOG) program to reduce the impacts of these constituents on the sanitary sewer system, this section of the sanitary sewer system requires the most routine maintenance. Routine maintenance consists of cleaning the sanitary sewer main a minimum of four times a year. When this work is performed, the District's equipment occupies one travel lane of Central Avenue and traffic is directed around the work using the other existing travel lane.

It is unclear from "Figure 4-3, Planned Central Avenue Cross Section" where our sewer main is located with respect to the proposed improvements, but the sewer main likely crosses under the easternmost proposed Landscape, under the Class 1 bikeway, under the next landscape buffer and under the northbound travel lane. This layout would make maintenance difficult and any repairs requiring the excavation of the sewer main would mean excavating through these features, increasing the repair costs significantly.

Routine maintenance for the water system consists of annual valve exercising. This takes place for one to two weeks of the year. Again, the District's vehicles occupy one of the travel lanes and the traffic is diverted to the other lane. With the loss of one travel lane, traffic will be diverted to the center turn lane, assuming there is not a vegetated median as shown on the cross section in the DEIR. Again, the cost for the repair or replacement of the water line under the bike lane or landscaping will increase these costs dramatically.

Given the likelihood that the Project would not be deemed to have Significant Impacts using the VMT methodology for CEQA, the McKinleyville Municipal Advisory Committee (MMAC) requested a more robust traffic study be performed as part of the EIR analysis, which the County agreed to perform. As stated in the DEIR in the introduction to Section 13: *"The key source of information used in this section is the McKinleyville Town Center Q-Zone (Humboldt County 2024) and analysis conducted by W-Trans, the project transportation consultant. W-Trans also prepared an operations analysis. That analysis is not utilized in this EIR. However, it is included in Appendix E for informational purposes, in part, to show how the County's planned road diets for Central Avenue and Hiller Road would affect traffic flow."*

Indeed, the Study did make findings that: *"Under Future volumes with the addition of project traffic, six of the eight study intersections will operate at a level of service worse than LOS C during one or both peak hours."* For four of the impacted intersections, Murray Road/McKinleyville Avenue, Murray

Road/Central Avenue, Railroad Drive/McKinleyville Avenue, and Hiller Road/McKinleyville Avenue the W-Trans Report recommends traffic signals and/or roundabouts to achieve acceptable Levels of Service (LOS) and all of these recommendations should be implemented at some time whether the proposed Town Center project happens or not.

The W-Trans Report recommends that a southbound turn pocket be added back in at the Hiller/Central Avenue intersection and that the two southbound lanes that are being proposed to be eliminated, be added back in 100-feet north of the intersection of Heartwood Drive and Central Avenue. It does not appear to be a good use of anybody's money to eliminate two travel lanes, only to add them back in the future.

The District is concerned that the County is not conforming to the General Plan Circulation Element that requires:

C-P3. Consideration of Transportation Impacts in Land Use Decision Making. Decisions to change or expand the land use of a particular area shall include an analysis of the impacts to existing and proposed transportation facilities and services to minimize or avoid significant operational, environmental, economic, and health-related consequences.

C-P5. Level of Service Criteria. The County shall strive to maintain Level of Service C operation on all roadway segments and intersections...

As stated in the W-Trans Traffic Study, the proposed changes to Central Avenue would not maintain the Level of Service C operation at six intersections, and two of those intersection would be eliminating travel lanes with the proposed changes. The report further recommends that these lanes be added back in at a later date. That does not seem to be a wise use of Public funding. The District highly encourages the County to determine how and when the proposed improvements will be funded and constructed to conform to the General Plan and consider the imposition of Impact Fees or other means to fund the recommended improvements.

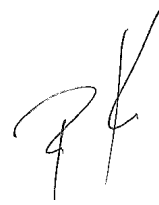
It should be noted that another detailed level planning study has been performed for this section of Central Avenue and is cited in the DEIR. The County's "McKinleyville Multimodal Connections Project," October 2022, Mark Thomas, was a detailed planning and engineering analysis focused on improving the safety and multimodal use of Central Avenue. This detailed study recommended that the two travel lanes and central turn lane be maintained but reduced to 11-feet wide and a multiuse trail be added to the west-side of Central Avenue between Railroad Drive to Bella Vista Avenue. If adopted, that proposed design would address many of the District's concerns expressed in this letter and would still greatly improve bicycle and pedestrian safety.

The District would also disagree with the statement in Section 2.5-Areas of Known Controversy in the DEIR that there are no known areas of public controversy regarding the project. The proposed change to Central Avenue has been extremely controversial during the development of the Town Center Ordinance and continues to be so. The District would suggest that the Central Avenue proposed design contained in the DEIR should not be implemented without further detailed analysis, design charrettes, public input and review of design alternatives, leading to a final design selection.

Thank you for providing the District with an opportunity to respond. We hope this delineation of our concerns regarding the potential impact on the operation of McKinleyville's municipal services are useful to the DEIR process.

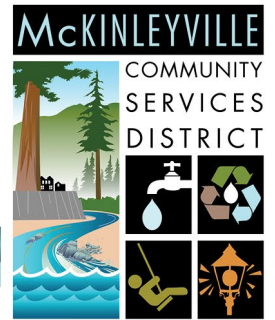
Sincerely,

James Biteman
MCSD Board President

A handwritten signature in black ink, appearing to be 'PK' with a stylized flourish.

Patrick Kaspari, PE
General Manager, MCSD

This Page Left Intentionally Blank



October 1, 2025

Humboldt County Board of Supervisors
825 5TH Street
Eureka, CA 95501

RE: McKinleyville Town Center Ordinance

Dear Board of Supervisors:

The McKinleyville Community Services District is supportive of the Town Center Project and looks forward to the economic growth, sense of place, and community pride that the future development will bring to McKinleyville.

While the District supports the overall goals of the McKinleyville Town Project, it continues to have concerns regarding the proposed road diet for Central Avenue between Heartwood Drive and Pickett Road. Currently, the District does not feel it has sufficient information about the design to confidently assess the impact of the proposed changes to our water and sewer infrastructure. The District Staff needs to be able to safely access and maintain our infrastructure, and the level of design presented to date does not allow us to fully assess these potential impacts. It should also be noted that the District Board Members have been hearing similar concerns from their constituents concerning the potential traffic impacts from the proposed cross section.

The Planning Commission's recommendation to the Board of Supervisors that a McKinleyville-wide Traffic and Circulation Study be completed prior to the Central Avenue design, and that the preliminary design be brought to the McKinleyville Municipal Advisory Committee and the Public for review and input is a good first step in the analysis of the impacts. The District respectfully requests that we also be actively engaged as a key stakeholder throughout the planning and design process and be given the opportunity to comment on the design.

The McKinleyville Community Services District recommends that the Board of Supervisors certify the EIR and adopt the Town Center Ordinance as written, with the addition of the Planning Commissions recommendations that a McKinleyville-wide Traffic Study be conducted and the future design of any changes to Central Avenue be reviewed with the MMAC and McKinleyville CSD prior to final design and implementation.

Thank you for your consideration of the District's concerns.

Sincerely,

James Biteman
MCSD Board President


Patrick Kaspari, PE
General Manager, MCSD

This Page Left Intentionally Blank



DEPARTMENT OF PUBLIC WORKS
COUNTY OF HUMBOLDT
MAILING ADDRESS: 1106 SECOND STREET, EUREKA, CA 95501-0579
AREA CODE 707

On-line Web: humboldt.gov.org	Public Works Building Second & L St., Eureka Fax 445-7409				Clark Complex Harris & H St., Eureka Fax 445-7388	
	Administration	445-7491	Natural Resources	445-7741	Land Use	445-7205
	Business	445-7652	Natural Resource Planning	267-9542		
	Engineering	445-7377	Parks	445-7651		
	Facility Management	445-7621	Roads	445-7421		

April 21, 2026

Patrick Kaspari, P.E.
 General Manager
 McKinleyville Community Services District
 1656 Sutter Road
 McKinleyville, CA 95519

RE: Humboldt County Department of Public Works Projects in McKinleyville

Dear Mr. Kaspari:

This letter is to confirm the intent of the Humboldt County Department of Public Works to work closely with the McKinleyville Community Services District (MCSD) on all road projects developed and constructed within the service boundary of the MCSD. We have heard your concerns, especially with the development of the Town Center Ordinance, and understand that DPW led projects can have a detrimental impact on your services if they are not coordinated from the inception.

If you have any questions, please feel free to call me at (707)445-7491 or email me at tmattson@co.humboldt.ca.us.

Sincerely,

Thomas K. Mattson, PE
 Humboldt County Director of Public Works

CC: Supervisor Steve Madrone

This Page Left Intentionally Blank

McKinleyville Community Services District

BOARD OF DIRECTORS

September 2, 2026

TYPE OF ITEM: **ACTION**

ITEM: E.2 **Consider Attendance at the Association of California Water Agencies (ACWA) 2026 Fall Conference & Expo in Anaheim, CA on December 1-3, 2026**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the information provided for the ACWA 2026 Fall Conference and Expo being held in Anaheim, CA, December 1-3, 2026 and consider approval for interested Board Members to attend and direct interested Board Members to notify the Board Secretary no later than September 9, 2026.

Discussion:

The ACWA Conference and Expo (held in Spring and Fall) is a gathering for water industry professionals to learn, connect, and shape the future of water.

As the water industry evolves, the ACWA Conference & Expo will help attendees stay ahead of the changing landscape and provide the opportunity to join experts as they share their insights on trending water issues.

Registration includes up to three days of conference sessions, committee meetings, networking opportunities, meals, speaker handouts and resources, plus on-demand access for full conference registrants.

This year's ACWA 2026 Fall Conference and Expo will be held in Anaheim, CA from December 1-3, 2026. Early bird registration for best conference rate is November 3, 2026.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

The early bird registration deadline is November 3. Estimated costs per attendee are:

Registration \$999

Airfare \$658

Hotel \$717 +tx (ACWA rate \$239 per night November 30 – December 2)

Per Diem \$301

TOTAL \$2,675

To maintain the lowest possible costs, if approved, Directors should notify the Board Secretary of their desire to attend no later than September 9, 2026.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Attachment 1 – 2026 ACWA Fall Conference Flyer



ACWA'26

FALL CONFERENCE

Dec 1 - 3 • Anaheim, CA

The **ACWA Conference** brings California's water leaders together to address **today's challenges and shape the future**. Through intentional dialogue, discussion forums and informational sessions spanning state and federal policy, finance, legal issues and more, the conference is the **premier destination for those committed to caring for California's water resources now and for generations to come**.

Register at acwa.com/events/acwaconf-fall26.



Register for ACWA Conference

ADVANTAGE	By Nov. 3	After Nov. 3	STANDARD	By Nov. 3	After Nov. 3
Full Registration <i>Buy 5 and receive 1 free*</i>	\$999	\$1,099	Full Registration <i>Buy 5 and receive 1 free*</i>	\$1,475	\$1,575
One-Day: Tues / Thurs	\$495	\$595	One-Day: Tues / Thurs	\$775	\$875
One-Day: Wed	\$595	\$695	One-Day: Wed	\$885	\$985

For full pricing details, visit the ACWA website. *Cannot combine with other discounted registrations.

Advantage rate - Special pricing for our Public Agency Members, Affiliates & Associates.

Standard rate - Open to all water professionals and interested attendees.

Preliminary Agenda Overview

Day 1 | Dec. 1

 May qualify for continuing education credits.

- 9:30 AM **Committee Meeting & Education Session** 
Groundwater Committee
- 10:45 AM **Committee Meetings**
Energy Committee | Water Management Committee
- 11:45 AM **Networking Lunch**
- 11:45 AM **Taskforce Meetings**
Outreach Taskforce | Headwater Taskforce
- 1:00 PM **Committee Meetings & Education Session** 
Agriculture Committee | Local Government Committee
- 2:15 PM **Committee Meetings**
Communications Committee | Finance Committee | Water Quality Committee
- 3:30 PM **Committee Meetings & Education Session** 
Federal Affairs Committee | Legal Affairs Committee | Membership Committee
- 4:00 PM **New Member Mixer**
- 4:00 PM **Exhibit Hall Opens**
- 5:00 PM **Welcome Reception in the Exhibit Hall**

Day 2 | Dec. 2

- 7:30 AM **Continental Breakfast**
- 8:30 AM **Welcome Keynote & Opening Address**
- 10:30 AM **Program**  & **Spotlight Sessions**
- 11:45 AM **Networking Lunch**
- 1:30 PM **Water Talk at the Main Stage**
- 2:25 PM **Spotlight Sessions**
- 2:30 PM **Program Sessions** 
- 3:45 PM **Region Meetings**
- 5:00 PM **Networking Reception in the Exhibit Hall**

Venue & Hotel Information

Anaheim Marriott
700 W. Convention Way
Anaheim, CA

Room Rate: \$239/night +
taxes & fees

Note: Conference
registration is required to
book at the ACWA group
rate. A reservation link will be
provided in your registration
confirmation email.

Day 3 | Dec. 3

- 7:30 AM **Continental Breakfast**
- 8:30 AM **Grand Prize Drawing in the Exhibit Hall**
- 9:00 AM **Program Sessions** 
- 10:30 AM **Closing Keynote & Awards Presentation**
- 12:00 PM **Lunch & Learn Program Sessions** 

Visit acwa.com/events/acwaconf-fall26 for full agenda and to register.

McKinleyville Community Services District

BOARD OF DIRECTORS

September 2, 2026

TYPE OF ITEM: **ACTION**

ITEM: E.3 **Consider Second Reading and Adoption of Ordinance 2026-05 Adding to the District's Rules and Regulations Regulation 49 – Operation of the McKinleyville BMX Track & Park**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends the McKinleyville Community Services District (MCSD) Board of Directors review the information provided, take public comment, discuss, conduct the second reading of Ordinance 2026-05 adding Regulation 49 – Operation of the McKinleyville BMX Track & Park to the District's Rules and Regulations, and approve the addition of Regulation 49 via adoption of Ordinance 2026-05 by title only.

Discussion:

The McKinleyville BMX Track & Park is nearing completion and will soon be fully open for public use. As with the District's other parks and facilities, staff has prepared a park-specific regulation to establish rules governing the operation and use of the BMX Track & Park. The proposed regulation will be incorporated into the District's Rules and Regulations as Regulation 49 (**Attachment 2**).

The proposed regulation establishes operating standards for the park's primary amenities, including the fenced BMX Track, pickleball court, playground, and half-court basketball court. The regulation includes safety requirements for BMX riders, identifies prohibited activities, authorizes temporary closures for maintenance or unsafe conditions, establishes rules regarding pets, overnight use, and fires, and provides for the reservation of facilities for organized activities.

A key component of the proposed regulation recognizes the District's Memorandum of Understanding (MOU) with McKinleyville BMX. Under the MOU, McKinleyville BMX has priority use of the BMX Track for scheduled practices, races, clinics, maintenance activities, and other authorized programming. The organization is also responsible for routine maintenance of the BMX Track in accordance with the terms of the MOU.

Staff presented Regulation 49 to the Parks and Recreation Advisory Committee (PARC) on July 15, 2026. Although the committee did not have a quorum and was unable to take formal action, the members in attendance reviewed the regulation and expressed unanimous support for its approval. As the next PARC meeting is not scheduled until October, staff determined it was important to bring Regulation 49 to the Board at this time rather than delay its consideration.

This item was brought to the Board for the first reading of Ordinance 2026-05 (**Attachment 1**) adding Regulation 49 to the District's Rules and Regulations to the August 5, 2026 Board Meeting. This is the second reading of this ordinance. If the Board approves the second reading and adoption of Ordinance 2026-05, it will take effect on October 2, 2026.

Alternatives:

None

Fiscal Analysis:

None

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Attachment 1 – Ordinance 2026-05

Attachment 2 – Draft Regulation 49 – Operation of McKinleyville BMX Track and Park

ORDINANCE NO. 2026-05**AN ORDINANCE OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
ESTABLISHING REGULATION 49, OPERATION OF MCKINLEYVILLE BMX TRACK
AND PARK, OF THE MCSD RULES AND REGULATIONS**

WHEREAS, the McKinleyville Community Services District (the District), in partnership with the state department of Parks and Recreation Rural Recreation and Tourism Grant Program (Prop 68) has constructed the McKinleyville BMX Track and Park; and

WHEREAS, staff has proposed standards of use and safety guidelines for the McKinleyville BMX Track and Park; and

WHEREAS, standards of safety are in the best interest of the community, the District, and the long-term ongoing use and operation of the McKinleyville BMX Track and Park;

NOW, THEREFORE, the Board of Directors of the McKinleyville Community Services District ordains that Regulation 49, Operation of the McKinleyville BMX Track and Park, is adopted and reads as follows:

REGULATION 49 - OPERATION OF MCKINLEYVILLE BMX TRACK & PARK

Rule 49.01. BMX TRACK - The BMX Track is defined as the fenced bicycle racing track and all associated riding features located within the BMX Track enclosure.

The BMX Track is unsupervised and open to the public for bicycling and BMX riding during posted operating hours, except during scheduled events, maintenance closures, or when reserved through a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit. Use of the BMX Track is considered a Hazardous Recreational Activity. Falls are likely to occur and can result in serious injury, paralysis, or death. All participants knowingly accept responsibility for their actions and the risks associated with engaging in this hazardous recreational activity. The District will not be liable for injuries incurred by persons participating in any such hazardous recreational activities.

Patrons of the BMX track shall:

- a) Be required to wear a properly fitted helmet at all times while riding.
- b) Be courteous to all users and patrons of the park.
- c) Not bring food or glass containers into the BMX Track enclosure.
- d) Not consume alcohol on the BMX Track.
- e) Not smoke or vape within the BMX Track enclosure.
- f) Not use the BMX Track if hazardous conditions exist.
- g) Report hazardous conditions to the MCSD Parks & Recreation Department at (707) 839-9003.
- h) Use only non-motorized bicycles designed for BMX or similar riding activities on the track.
- i) Not operate motorized or electric bicycles, motorcycles, scooters, or any other motorized vehicles on the BMX Track.
- j) Keep all spectators behind designated fencing or viewing areas.
- k) Dogs and other animals are prohibited within the BMX Track enclosure.
- l) Use the BMX Track only during posted hours and obey all posted signage and closures.

Rule 49.02. TRACK CLOSURES – The District may close the BMX Track or other park facilities due to maintenance, wet weather, unsafe conditions, organized events, or other operational needs. Patrons shall not enter any area that is closed or posted as unavailable.

Rule 49.03. MCKINLEYVILLE BMX PRIORITY USE AND MAINTENANCE – The District has entered into a Memorandum of Understanding (MOU) with McKinleyville BMX for the operation and maintenance of the BMX Track. Pursuant to the MOU, McKinleyville BMX shall have priority use of the BMX Track for scheduled practices, races, clinics, maintenance activities, and other authorized BMX programming. During these scheduled times, the BMX Track may be closed to general public use.

As provided in the MOU, McKinleyville BMX shall be responsible for the routine maintenance of the BMX Track and associated riding features in accordance with the terms and conditions of the agreement. The District reserves the right to close the BMX Track for maintenance, repairs, unsafe conditions, or other operational needs.

Rule 49.04. PICKLEBALL COURT - The pickleball court is defined as the fenced pickleball facility located within the park.

The pickleball court is open to the public on a first-come, first-served basis unless reserved through a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit.

Patrons of the pickleball court shall:

- a) Use the court only for pickleball activities.
- b) Be courteous and share the court with other users.
- c) Not climb on or damage fencing or equipment.
- d) Not bring glass containers onto the court.
- e) Not consume alcohol on the court.
- f) Not smoke or vape within the court enclosure.

Rule 49.05. PLAYGROUND STRUCTURES - The playground structures is defined as the children's playground structures and associated play area within the park.

The playground is open to the public during park hours on a first-come, first-served basis. Users shall follow all posted age recommendations and playground safety signage.

Rule 49.06. BASKETBALL COURT - The basketball court is defined as the half-court basketball facility located within the park.

The basketball court is open to the public on a first-come, first-served basis unless reserved through a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit.

Rule 49.07. OVERNIGHT USE PROHIBITED - There is to be no camping or loitering on the park grounds or structures between sunset and sunrise unless a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit are first obtained from the District.

Rule 49.08. FIRES - Fires are prohibited within the park except as specifically authorized by the District through a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit.

Rule 49.09. PETS - Pets shall be under the immediate control of their owners and on a leash not exceeding six (6) feet at all times while within the park. Owners shall immediately remove and properly dispose of pet waste. Horses are not allowed.

Dogs and other animals are prohibited within the fenced BMX Track enclosure.

Rule 49.10. ORGANIZED USES - Individuals or organizations desiring organized use of the BMX Track, pickleball court, basketball court, or other designated areas of the park may do so only by obtaining a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit, as applicable.

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

Introduced at a regular meeting of the Board of Directors held on August 5, 2026 and passed and adopted by the Board of Directors on _____, upon the motion of Director _____ and seconded by Director _____ and by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest:

Dennis Mayo, Board President

Joey Blaine, CMC, Board Secretary

This Page Left Intentionally Blank

REGULATION 49 - OPERATION OF McKINLEYVILLE BMX TRACK & PARK

Rule 49.01. BMX TRACK - The BMX Track is defined as the fenced bicycle racing track and all associated riding features located within the BMX Track enclosure.

The BMX Track is unsupervised and open to the public for bicycling and BMX riding during posted operating hours, except during scheduled events, maintenance closures, or when reserved through a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit. Use of the BMX Track is considered a Hazardous Recreational Activity. Falls are likely to occur and can result in serious injury, paralysis, or death. All participants knowingly accept responsibility for their actions and the risks associated with engaging in this hazardous recreational activity. The District will not be liable for injuries incurred by persons participating in any such hazardous recreational activities.

Patrons of the BMX track shall:

- a) Be required to wear a properly fitted helmet at all times while riding.
- b) Be courteous to all users and patrons of the park.
- c) Not bring food or glass containers into the BMX Track enclosure.
- d) Not consume alcohol on the BMX Track.
- e) Not smoke or vape within the BMX Track enclosure.
- f) Not use the BMX Track if hazardous conditions exist.
- g) Report hazardous conditions to the MCSD Parks & Recreation Department at (707) 839-9003.
- h) Use only non-motorized bicycles designed for BMX or similar riding activities on the track.
- i) Not operate motorized or electric bicycles, motorcycles, scooters, or any other motorized vehicles on the BMX Track.
- j) Keep all spectators behind designated fencing or viewing areas.
- k) Dogs and other animals are prohibited within the BMX Track enclosure.
- l) Use the BMX Track only during posted hours and obey all posted signage and closures.

Rule 49.02. TRACK CLOSURES – The District may close the BMX Track or other park facilities due to maintenance, wet weather, unsafe conditions, organized events, or other operational needs. Patrons shall not enter any area that is closed or posted as unavailable.

Rule 49.03. McKINLEYVILLE BMX PRIORITY USE AND MAINTENANCE – The District has entered into a Memorandum of Understanding (MOU) with McKinleyville BMX for the operation and maintenance of the BMX Track. Pursuant to the MOU, McKinleyville BMX shall have priority use of the BMX Track for scheduled practices, races, clinics, maintenance activities, and other authorized BMX programming. During these scheduled times, the BMX Track may be closed to general public use.

As provided in the MOU, McKinleyville BMX shall be responsible for the routine maintenance of the BMX Track and associated riding features in accordance with the terms and conditions of the agreement. The District reserves the right to close the BMX Track for maintenance, repairs, unsafe conditions, or other operational needs.

Rule 49.04. PICKLEBALL COURT - The pickleball court is defined as the fenced pickleball facility located within the park.

The pickleball court is open to the public on a first-come, first-served basis unless reserved through a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit.

Patrons of the pickleball court shall:

- a) Use the court only for pickleball activities.
- b) Be courteous and share the court with other users.
- c) Not climb on or damage fencing or equipment.
- d) Not bring glass containers onto the court.
- e) Not consume alcohol on the court.
- f) Not smoke or vape within the court enclosure.

Rule 49.05. PLAYGROUND STRUCTURES - The playground structures is defined as the children's playground structures and associated play area within the park.

The playground is open to the public during park hours on a first-come, first-served basis. Users shall follow all posted age recommendations and playground safety signage.

Rule 49.06. BASKETBALL COURT - The basketball court is defined as the half-court basketball facility located within the park.

The basketball court is open to the public on a first-come, first-served basis unless reserved through a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit.

Rule 49.07. OVERNIGHT USE PROHIBITED - There is to be no camping or loitering on the park grounds or structures between sunset and sunrise unless a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit are first obtained from the District.

Rule 49.08. FIRES - Fires are prohibited within the park except as specifically authorized by the District through a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit.

Rule 49.09. PETS - Pets shall be under the immediate control of their owners and on a leash not exceeding six (6) feet at all times while within the park. Owners shall immediately remove and properly dispose of pet waste. Horses are not allowed.

Dogs and other animals are prohibited within the fenced BMX Track enclosure.

Rule 49.10. ORGANIZED USES - Individuals or organizations desiring organized use of the BMX Track, pickleball court, basketball court, or other designated areas of the park may do so only by obtaining a Special Event Reservation Form and Permit or Community Event Reservation Application and Permit, as applicable.

McKinleyville Community Services District

BOARD OF DIRECTORS

September 2, 2026

TYPE OF ITEM: **ACTION**

ITEM: E.4 **Consider Second Reading and Adoption of Ordinance 2026-06 Amending the District's Rules and Regulations Rules 14.02 and 28.26 to Reference Appendix A: Current Special Fee Schedule**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends the McKinleyville Community Services District (MCSD) Board of Directors review the information provided, take public comment, discuss, and approve the second reading and adoption of Ordinance 2026-06 (**Attachment 2**) by title only.

Discussion:

As the Board is aware, Staff has been reviewing and updating the District's Rules and Regulations to make fee references clearer and easier to maintain. As part of that effort, specific fee amounts are being removed from individual rules and instead referenced in Appendix A: Current Special Fee Schedule. The Board previously adopted Ordinance 2026-03, which generalized nearly all these fee references. Staff has since identified two additional rules where the fees are included in Appendix A, but the rule language still needs to be updated:

- **Rule 14.02**, which addresses the deposit and processing fee for setting a meter for bulk water supply from a fire hydrant.
- **Rule 28.26**, which addresses the processing fee for establishing a short-term sewer account.

Attachment 1 includes the proposed redlined updates to these two rules. Ordinance 2026-06 (**Attachment 2**) is presented for Board consideration to codify the proposed changes.

Based on this additional review, Staff believes these are the final rule language updates needed to complete the fee-reference cleanup.

This is the second reading of this ordinance. If the Board approves the second reading and adoption of Ordinance 2026-06, it will take effect on October 2, 2026.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Attachment 1 – Rule 14.02 and Rule 28.26 in Track Changes

Attachment 2 – Ordinance 2026-06

Attachment 3 – Appendix A: Current Special Fee Schedule

Rule 14.02. DEPOSIT - the applicant shall deposit, in advance, the estimated cost of installing and removing the facilities required to furnish said service exclusive of the cost of salvageable materials. Upon discontinuance of service, the actual cost shall be determined and an adjustment made as an additional charge, refund or credit. If service is supplied through a fire hydrant, the applicant will be charged in accordance ~~with the following rate schedule:~~

~~_____ Deposit per meter: _____ \$500.00~~

~~_____ Flat charge per connection, for both~~

~~_____ installation and removal of service facilities: _____ \$15.00~~

~~_____ Each additional move of facilities~~

~~_____ to another location: _____ \$15.00~~ **Appendix A: Current**

Special Fee Schedule.

Rates-The monthly base rate is equivalent to that for a 3" meter and water use is billed at current rates.

Rule 28.26. SHORT-TERM PROCESSING FEE – a property owner may set up a short-term sewer account to secure District sewer service at an existing lateral for up to a two-week period by paying a non-refundable fee according the the Current Special Fee Schedule (Appendix A). ~~up to fifteen days by paying a non-refundable fee of \$15.00 (fifteen dollars).~~ The property owner may extend the time period by paying an additional non-refundable processing fee for one additional increment of time. Additional increments of short-term service may be granted at the discretion of the General Manager or their designee. The property owner may extend the time period for additional fifteen days by paying an additional non-refundable fee of \$15.00 (fifteen dollars).

This Page Left Intentionally Blank

ORDINANCE NO. 2026-06**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT AMENDING THE DISTRICT'S RULES AND REGULATIONS RULE 14.02 AND 28.26 TO REFERENCE APPENDIX A: CURRENT SPECIAL FEE SCHEDULE**

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.;

WHEREAS, the Board of Directors desires to amend the District's Rules and Regulations to streamline the referencing of fees for consistency and clarity;

WHEREAS, the Board of Directors finds that certain fees are best consolidated and referenced in a centralized manner for the mutual benefit of customers and District operations; and

WHEREAS, centralizing these fees also enables District Staff to update fees that are not subject to Proposition 218 efficiently and consistently, without requiring piecemeal amendments through the ordinance process; and

WHEREAS, the Board finds that these amendments will promote administrative clarity, improve internal consistency within the Rules and Regulations, and provide ease of necessary adjustments of these fees when needed;

NOW, THEREFORE, the Board of Directors of the McKinleyville Community Services District ordains that Rules 14.02 and 28.26 be amended as set forth in Exhibit A.

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 August 5, 2026 and passed and adopted by the Board of Directors on September 2, 2026 upon the motion of Director _____ and seconded by Director _____ and by the following polled vote:

AYES:

NOES: None

ABSTAIN: None

ABSENT: None

Dennis Mayo, Board President

Attest:

Joseph Blaine, CMC, Board Secretary

EXHIBIT A

Amendments to the McKinleyville Community Services District Rules and Regulations

1. Amendment to Rule 14.02:

Rule 14.02. DEPOSIT - the applicant shall deposit, in advance, the estimated cost of installing and removing the facilities required to furnish said service exclusive of the cost of salvageable materials. Upon discontinuance of service, the actual cost shall be determined and an adjustment made as an additional charge, refund or credit. If service is supplied through a fire hydrant, the applicant will be charged in accordance Appendix A: Current Special Fee Schedule.

Rates-The monthly base rate is equivalent to that for a 3" meter and water use is billed at current rates.

2. Amendment to Rule 28.26:

Rule 28.26. SHORT-TERM PROCESSING FEE – a property owner may set up a short-term sewer account to secure District sewer service at an existing lateral for up to a two-week period by paying a non-refundable fee according the the Current Special Fee Schedule (Appendix A). The property owner may extend the time period by paying an additional non-refundable processing fee for one additional increment of time. Additional increments of short-term service may be granted at the discretion of the General Manager or their designee.

Bulk Water Base Rate -Additional fees apply which include HBMWD pass-through rate and District rate per CCF			
(RR 14.09)	.10 Hour-Ops Loaded Avg Wage/Hour	\$	5.50
Customer Deposits & Processing fees -Deposits 2 1/2 times the monthly average for that class of customer			
(RR 5.01, 10.03)	Residential-water only- refundable deposit	\$	110.00
	Residential-water/sewer- refundable deposit	\$	250.00
(RR 14.02)	Fire Hydrant refundable deposit	\$	680.00
(RR 5.01)	Nonrefundable processing fee	\$	20.00
(RR 52.03)	Nonrefundable Street Light processing fee	\$	12.00
(RR 73.11)	Nonrefundable Open Space processing fee	\$	12.00
(RR 14.08, 28.26)	Short term processing fee	\$	20.00
Regular call-outs for:			
	All sewer issues	Exempt	
	Water quality issues, pressure, taste/odor/color	Exempt	
Special call-outs (during business hours)			
	1/2 Hour-Ops Loaded Avg Wage/Hour	\$	28.00
After-hours call-outs (no RR)			
Total Cost Includes:			
	2 Hours OT Ops Loaded Avg Wage/Hour		
	1/2 Hour Utility Truck	\$	183.00
Reconnection Fee (RR 10.03)			
	Per SB 998, max fee is \$50.00	\$	50.00
Return Check Fee (RR 10.09)			
	A charge of full returned payment fee \$20.00 or whichever is great.	\$	20.00
Late Notice (RR 9.04)			
	Water Penalty	\$	0.60
Late Notice (RR 27.08)			
	Sewer Penalty	\$	0.60
Termination Notice (RR 9.04)			
	Water termination Penalty Notice	\$	2.50
Termination Notice (RR 27.08)			
	Sewer termination Penalty Notice	\$	2.50
Administration Fees -this fee may be charged in addition to other applicable charges.			
	Existing Miscellaneous Service Requests	\$	95.00
	New Water or Sewer Connections	\$	185.00
New Water Service Installation (no existing box or connection) (RR 5.01, 5.11)			
Capacity Fees may also apply	5/8" x 3/4" meter	\$	1,780.00
	3/4" meter	\$	1,810.00
	1" meter	\$	1,920.00
Water Capacity Fee (RR 5.11)			
To be collected from each applicant requesting new water service. May be in addition to processing fees and/or installation charges.		Meter size	
	5/8"	\$	4,686.00
	3/4"	\$	6,716.00
	1"	\$	10,770.00
	1 1/2"	\$	20,909.00
	2"	\$	33,068.00
	3"	\$	61,447.00
	4"	\$	101,990.00
	6"	\$	203,347.00
	8"	\$	324,973.00
	10"	\$	466,874.00
New Meter Installation (existing box and connections, new meter) (RR 5.04)			
	5/8" x 3/4" meter	\$	285.00
	3/4" meter	\$	310.00
	1" meter	\$	371.00
Meter Removal/Reinstallation (not new meter) (no R.R)			
Total Cost Includes:			
	1 Hour-Ops Loaded Avg Wage/Hour		
	1 Hours Utility Truck		
	Lock Cost	\$	107.00
Replacement of Angle-Stop out of Sidewalk			
Total Cost Includes:			
**This cost includes removal & reset of existing meter.			
	1.5 Hours-Ops Loaded Avg Wage/Hour		
	1 Hour Utility Truck		
	3/4" Parts	\$	259.00
	1"x 3/4" Parts	\$	278.00
	1" Parts	\$	330.00
Replacement of Angle-Stop in sidewalk			
Total Cost Includes:			
**This cost includes removal & reset of existing meter. **Additional fees may apply for concrete & paving.			
	2 Hours-Ops Loaded Avg Wage/Hour		
	1 Hour Utility Truck-		
	3/4" Parts	\$	287.00
	1"x 3/4" Parts	\$	306.00
	1" Parts	\$	357.00
Fire Hydrant Meter Install or Relocation			
Total Cost Includes:			
	1/2 Hour-Ops Loaded Avg Wage/Hour		
	1/2 Hour Utility Truck	\$	45.00

Sewer Connection Charge (RR 21.02)	(a) General area charge (all land within 600 feet of sewer main) per acre	\$	180.00
	(b) Local area charge (all land within 200 feet of the sewer main) per acre	\$	540.00
	(c) Lateral Charge - 4 inch	\$	1,600.00
	Lateral Charge - 6 Inch	\$	1,825.00
	(Local sewer availability) Capital Cost per Connection - 4 inch	\$	472.00
	(Local sewer availability) Capital Cost per Connection - 6 inch	\$	692.00
	(d) Sewer Capacity Fee	\$	8,350.00

Sewer Permits (RR 19.03)	Total Cost Includes:		1 Hour-Sewer Loaded Avg Wage/Hour		
			1 Hour Utility Truck-	\$	110.00
			Multiple Dwellings, per living unit up to 50	\$	2.00
			over 50	\$	1.00
			Capped Sewer Inspection	\$	-

(1) All fees are estimates and are subject to change based on actual work performed.

(2) For Fiscal Year 2026/27, Ops Loaded Avg Wage/Hr=\$55.00

(3) Utility Truck is charged at \$35.00 per hour

McKinleyville Community Services District

BOARD OF DIRECTORS

September 2, 2026

TYPE OF ITEM: **INFORMATION**

ITEM: F.3.A **Finance & Administration – July 2026 Report**

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

TYPE OF ACTION: **Informational**

FINANCIAL, AUDIT, & BUDGET INFORMATION

Board Travel costs totaled \$3,551.05 as of July 31, 2026; this is 9.45% of the approved \$37,570 budget. (GL# 001/005/501/551 62035/62090/62155-888)

Audit/Budget Update:

Interim audit work for Fiscal Year 2025/26 is complete with no major findings. Year-end closure of the District's books has begun with the final audit field work to take place the week of October 5, 2026.

Treasurer's Report Highlights:

July 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 June 2026 were \$3,323.85. The interest rate on the money market remains the same at 2.05% for this next quarter (July 1-Sept 30).

California CLASS Prime Fund has a current daily yield of 3.7531%, and Enhanced Cash has a Current Yield of 3.8424%. Total District net earnings on funds held in California CLASS in July totaled \$64,881.15, bringing the total balance for all funds, including restricted and unrestricted, to \$25,907,267.51.

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 made in July included 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. Administrative staff have completed more than 57 hours of Financial Core training each. Configuration and implementation for Financial Core began on August 17th and system go live is August 31-September 11. 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

September 2, 2026

TYPE OF ITEM: **INFORMATION**

ITEM: F.3.B **Operations Department – July / Aug 2026 Report**

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

TYPE OF ACTION: **None**

Water Department:

Water Statistics:

The district pumped 48.3 million gallons of water in July.
One 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 14 were conducted in July. 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 1.5 million gallons.

Water Distribution Maintenance:

Weekly Bacteria Samples were collected on Schedules 2, 3, 4, and 5 which represent different locations in the water distribution system. The schedules are made up of a sample taken in each pressure zone. Valve exercising continues and is used as fill in work when possible. This will continue into the next few months. Several R.O.W.'s were trimmed. A buried 2" service valve was brought up to grade on Sagewood due to being paved over. A leaking hydrant behind Safeway was replaced and painted. Several hydrants are being repainted as fill-in work. A service line leak was repaired on Azalea due to a crimp in the line. The semi-annual capped well inspections were performed, to verify caps were still in place. Any caps found to be removed requires the homeowner to either cap it or install a DCV. Several broken air relief boxes were replaced. These boxes were identified during the inspections. Larger meters, 3" and above, have started being tested for accuracy and repaired if found out of tolerance. This will continue into September.

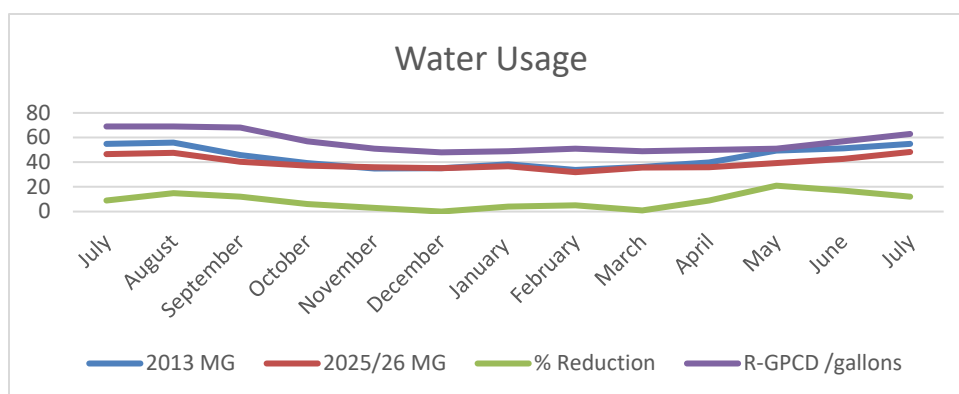
Water Station Maintenance:

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. A new flow meter was installed at Cochran due to the old one finally aging out.

A transducer on tank 1 at Cochran was also replaced, along with replacing the hatch lock on tank B. The drainage pipe at Cochran was mowed to keep it exposed for inspections. The fuel tank at Northbank was prepped and painted.

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
July	54.757	46.474	9	69
August	55.908	47.598	15	69
September	45.702	40.316	12	68
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



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.

Sewer Department:**Wastewater Statistics:**

23.8 million gallons of wastewater were collected and pumped to the WWMF. 23.7 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. Several Stations were cleaned and minor maintenance done from the monthly inspection list. Staff mowed the Babler site along with County hauling out brush piles. The Fischer station and B Street 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. During this time the Fischer wet well blower was cleaned. A cartridge was replaced in B Street pump 2 due to wear.

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 manhole was raised on Bolier, due to being buried under new pavement.

Wastewater Management Facility:

Daily and weekly maintenance continues at the treatment plant to perform the required service on the equipment. The contact chamber was drained and cleaned along with replacing clarifier fan covers. Drive motors and weir gates were lubed, pennywart removal from ponds, goat house cleaning and weather station replacement were other items completed at the plant.

Daily Irrigation and Observation of Reclamation Sites:

River discharge ended on May 11th and Land Discharge began. Both ranches were mowed by the farmers and staff went in behind them and exposed the flood cells and irrigation heads with string trimmers.

Street Light Department:

There was one streetlight complaint in July due to a bad photo cell.

Promote Staff Training and Advancement:

Weekly tailgate meetings and training associated with job requirements. Staff received training on Ear Protection, Ladder Safety, Working in Heights and Compressed Air.

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 Community Forest meetings and Sub-committee meetings
Attended BMX Track meetings and site visits and inspections
Reviewed Mad River Crossing project design from KJ and met with engineers
Met with ICAD and surrounding radio site users to discuss radio towers.
Attended CWEA meetings and scheduled trainings.
Attended Highway sewer crossing meeting.
Quarterly well and permit testing.

GIS:**Plans & Programs**

- Annual Review of the Emergency Action Plan
 - No Changes to be made at this time

General GIS/Maps Created

- GIS web map edits
 - Edits made to water meter, streetlight and OSMZ layers
- Hewitt Ranch GPS point collection and site visit
 - Walked around Hewitt Ranch property from Cochran tank site with Jess and Blake to find any existing trails and see current conditions of site
 - Collected GPS Points of entry point, area walked and added to a map for future reference.
- DCV Spreadsheet for MYGOV
 - Utilized ArcGIS Pro to join DCV spreadsheet with customer information to a different spreadsheet with brand through location number

Misc. Work Completed

- SCADA Machine Configuration Work
 - Coordinated with Joshua from ICS and Aveva support to fix the historical trend and Selectable trend data not populating on charts
 - Worked with Joshua from ICS on configuring Topview alarm notification failover feature completed
- SCADA Historian Station Report Spreadsheet
 - Created a new worksheet for Fischer and Letz Pump Station to collect pump hours for any given month
 - Used the spreadsheet to gather approximate annual pump station pump hours of Fischer, Letz, B Street and Kelly for Chris Dunyon of Eco green.
- BMX Park Workdays
 - Assisted in BMX Park work needed to be done prior to opening

- BMX Park Plants
 - Worked with Jess on positioning remaining unplanted plants in area around playground/Basketball Court that had yet to have plants according to engineer's plans

This Page Left Intentionally Blank

McKinleyville Community Services District

BOARD OF DIRECTORS

September 2, 2026

TYPE OF ITEM: **INFORMATION**

ITEM: F.3.C Parks & Recreation Director's Report for August 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 of 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 July 15, 2026, however, there was not a quorum so nothing was voted on and no minutes will be taken. The April 15 PARC Meeting Minutes will be taken to the October 21 meeting for approval. The committee meetings are now on a quarterly meeting schedule beginning in 2026, meeting on the third Wednesday in January, April, July and October.

BMX TRACK & PARK PROJECT:

Bi-weekly construction meetings have been held with District staff and representatives from F. Loduca Co. and Melton Design Group. Major construction activities completed over the past several months include installation of the fencing around the BMX track, starting hill and gate, playground equipment and safety surfacing, safety lighting, asphalt for the walking trails, pickleball court and half basketball court, as well as the majority of the landscaping. Site amenities, including picnic tables, benches and trash receptacles, have also been installed.

The BMX Track & Park Grand Opening was held on Saturday, August 22, and was very well attended, with well over 300 community members in attendance. The District appreciates all of the community partners, volunteers, contractors and staff who helped make the event a success.

The contractor is currently working through the remaining punch-list items, and the District anticipates the contractor will be off site by mid-September. The District is also working with USA BMX to coordinate with their track contractor on final track improvements and certification so the facility can move forward with official USA BMX certification.

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.

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 August 18, 2026. The June 16 MCFC Minutes were approved (**Attachment 1**). There were reports from both subcommittees, as well as an informational review of the MCF budget for FY25/26. There was an action item establishing that the committee would like to have a volunteer redwood tree planting day to plant the approximately 70 redwoods we received from Green Diamond earlier this year. Staff will send out a doodle poll to committee members to select the date most everyone is available. The final action item resulted in directing staff to reach out to our local Humboldt County Sheriff's Office to see if patrols of the MCF can occur regularly. Staff have a meeting scheduled with Lieutenant Kyle Holt and Admin. Sgt. Andrea Sherrod the first week of September.

TICS Subcommittee Update

The Trails/Infrastructure/Clean Ups/Security (TICS) Subcommittee's July meeting was canceled due to several subcommittee members being on vacation or otherwise unavailable during the month of July. The TICS Subcommittee did meet on August 25, 2026. During Public Comment, Subcommittee Member Charlie Caldwell announced his resignation from the subcommittee, the other subcommittee members thanked him for his work on the trails plan and subcommittee. The subcommittee's first action item resulted in recommending to the MCFC and the MCSD Board to fill the vacant Voting Member Seat with Alternate Voting Member Patrick Courtney. The Subcommittee then reviewed and made edits to the Draft Trail Plan v 08_19_2026. The Subcommittee then made a motion to have the edits discussed to be completed by Subcommittee Members Nicole West, Chris Collier and Staff and then recommended to bring the Draft Trail Plan to the MCFC at their September 15, 2026 meeting.

FMPFB Subcommittee Update

The Forest Management Plan and Funding/Budget (FMP) Subcommittee meeting scheduled for July 7, 2026 was canceled. The FMP Subcommittee met on August 4, 2026. Members began the meeting by discussing logistics and considerations to take for the Memorial Grove Program (MGP) for the McKinleyville Community Forest (MCF). The FMP requested Staff to make a Rough Draft of the Rules and Regulations that would be used to regulate the MGP, and to bring the Rough Draft back to the FMP Subcommittee for review. Subcommittee members then began discussions for outreach and coordination with Humboldt County Sheriff's Office for patrolling the MCF. This is due to the increased number of motorized vehicles that do not fall under Class 1 and Class 2 ebikes riding in the forest, along with trash dumping, and the building of encampments. The FMP

Subcommittee concluded their meeting by discussing a potential educational partnership with McKinleyville High doing research in the MCF. Subcommittee members gave ideas on potential projects for students to participate in within the MCF. Staff will follow up with McKinleyville High teachers and get their input and discuss logistics.

RECREATION PROGRAM UPDATES

Recreation Program Updates

- Drop-in Pickleball's regular school year schedule resumed August 17: Monday, Wednesday and Friday Mornings from 9am-12pm.
- Beginning Pickleball's next session was July 12 – August 2. The classes are typically on Sundays from 1:30-3:30pm. The class fee is \$50 for residents and \$55 for non-residents. This session had 5 participants. 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.
- The Adult Wood Bat Softball League registration opened June 1st. The Leagues will play on Sundays from August 2 – October 4. The league is full with 13 teams signed up.
- Playgroup resumed August 20, after being closed for the summer. It is on Thursday mornings from 10:30am-12:30pm.
- The Summer Basketball Program had Co-ed 3rd-4th graders playing on Tuesdays, with co-ed 5th-6th graders playing on Thursdays from 6-8pm. There were 37 participants between the two nights.
- The Tot-letics: Soccer session is September 5th to October 3, 2026 on Saturday mornings. The registration fee is \$80 for McKinleyville residents and \$85 for non-residents. The next session will be Basketball and will be on Saturdays October 24 to November 21, 2026.
- We are partnering with MUSD this summer for After-school Leader ELP Summer Programing Staffing.
- Summer Camp's last day of camp was Friday, August 14. We are planning for a Thanksgiving week Breakout and one of the December holiday weeks Breakout as well. Registration will open October 1, 2026.
- 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

August Rentals:

- 8 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental.
- 12 Pierson Park Rentals.
- 0 Hiller Park Picnic Area Rentals.
- 4 Teen Center Rentals.
- 3 Activity Center Rentals.
- 1 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 June 16, 2026

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY
FOREST COMMITTEE (MCFC) HELD ON TUESDAY, JUNE 16, 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)
Kirsten Messmer, MCSD Parks and Recreation Director
Jess Elm, MCSD Environmental Programs Coordinator
Jens Andersen, MCSD Recreation Coordinator
Maya Conrad, MMAC Appointee Member (arrived at 5:32 p.m.)
Tyler Brown, Natural Resources Services Agency
Desiree Early Dorvall, Natural Resources/Biologist Member
Michele Stephens, McKinleyville Resident Member
Kevin Creed, At-Large Member
Nicole West, Alternate Natural Resources/Biologist Member

The following Committee Members were Absent.

James Biteman, MCSD Board Director (Non-Voting Member)
Patrick Kaspari, MCSD General Manager
Jennifer Ortega, PARC Appointee Member
Joel Rink, Forester/RPF Member
Christopher Collier, At-Large Member

The following Staff Members were in attendance in person at Azalea Hall.

James Henry, MCSD Operations Director

2 Pledge of Allegiance

The Pledge of Allegiance was led by James Henry.

3 Additions or Changes to the Agenda

There were no additions or changes to the agenda.

4 Seating of Alternates

Nicole West was seated as a voting member in the absence of Joel Rink.

5 Approval of Agenda

Motion: It was moved to approve the agenda.

Motion by: Kevin Creed **Second:** Maya Conrad

Roll Call: Ayes: Kirsten Messmer, Jess Elm, Jens Andersen, Maya Conrad, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari, Jennifer Ortega, Joel Rink, Christopher Collier

Motion Summary: Motion passed.

6 Public Comment and Written Communications

There was Public comment from Joann Kerns, the Conservation Chair for the North Coast Chapter of the California Native Plant Society. She was discussing a conservation opportunity within the McKinleyville Community Forest (MCF).

There was Public comment from David Flores, a member of the Redwood Coast Mountain Bike Association (RCMBA), discussing motorbikes in the MCF.

7 Consider Approval of Minutes of the Regular Meeting of the McKinleyville Community Forest Committee on May 19, 2026

Motion: It was moved to approve the May 19, 2026 meeting minutes.

Motion by: Nicole West **Second:** Kevin Creed

Roll Call: Ayes: Kirsten Messmer, Jess Elm, Jens Andersen, Maya Conrad, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari, Jennifer Ortega, Joel Rink, Christopher Collier

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 described how the Subcommittee began with Public comment in favor of a disc golf course and Public comment from RCMBA explaining that they installed signage for delineating Green Diamond property and the MCF. TICS members then discussed the unapproved trail work conducted by Mountain Bike Tribal Trail Alliance (MBTTA) at MBTTA's May workday. The Subcommittee discussed MBTTA's Memorandum of Understanding (MOU) and how a meeting will be held between MBTTA and MCSD Staff to figure out the steps to take with the trail that was constructed, as well as discussing an improved approval process for before work is conducted.

There were questions and comments from the Committee.

There was no public comment.

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 FMPFB spent the meeting reviewing the Rough Draft for the potential Memorial Grove Program (MGP) for the MCF. Subcommittee members discussed allowing a Memorial Grove donation of up to three acres with a contribution of 25,000 per acre for each Memorial Grove. The Subcommittee also went over possible limiting environmental factors on where a Memorial Grove could be placed.

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 Green Diamond and Humboldt County Resource Conservation District Presentation on Forest Health Grant Implementation

Jess Elm, MCSD Environmental Programs Coordinator, presented the item. Evan Mahony-Moyer, a representative from Green Diamond, was invited to present information on the Forest Health Grant received to provide clarity and address questions. He included information regarding the shaded fuel break implementation processes, closure information, and reference photos of what the site may similarly look like after the work is completed. Jill Demers, Executive Director of Humboldt County Resource Conservation District, also answered questions from Committee members.

The Committee commented, discussed, and asked clarifying questions.

There was no public comment.

This was an information only item. No action was taken.

11 Make Recommendation for the Appointing of the Vacant Alternate Member Seat

Jess Elm, MCSD Environmental Programs Coordinator, presented the item. She explained how it is the responsibility of the McKinleyville Community Forest Committee (MCFC) to vet and select the most qualified candidate to fill the vacant Alternate position. Phil Heidrick, Ben Marschke, and Martha Ellen Basham submitted applications for consideration.

Committee members discussed and asked clarifying questions.

There was Public comment from Phil Heidrick and Martha Ellen Basham, both formally introducing themselves to the Committee.

Michele Stephens made a motion to recommend Ben Marschke for the Vacant Alternate Member seat to the MCSD Board for approval. There was no second.

Motion: It was moved to recommend Phil Heidrick for the Vacant Alternate Member seat to the MCSD Board for approval.

Motion by: Nicole West **Second:** Kirsten Messmer

Roll Call: Ayes: Kirsten Messmer, Jess Elm, Jens Andersen, Maya Conrad, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari, Jennifer Ortega, Joel Rink, Christopher Collier

Motion Summary: Motion passed.

12 Review and Recommend Board Review for the Memorial Grove Rough Draft

Kirsten Messmer, Parks and Recreation Director, presented the item. She explained how the FMPFB Subcommittee has been discussing the establishment of the MGP in the MCF. The FMPFB gave Staff direction to create a Rough Draft MGP which would be reviewed by the MCFC and the MCSD Board to see if the FMPFB Subcommittee is on the right track for creating the MGP and receive feedback before additional work is completed on program policies, procedures, application materials, and supporting documents.

Committee members discussed and asked clarifying questions.

There was no public comment.

Motion: It was moved to recommend review of the Memorial Grove Rough Draft to the MCSD Board, including the additional edit suggestions made by the MCFC.

Motion by: Desiree Early Dorvall **Second:** Kevin Creed

Roll Call: Ayes: Kirsten Messmer, Jess Elm, Jens Andersen, Maya Conrad, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari, Jennifer Ortega, Joel Rink, Christopher Collier

Motion Summary: Motion passed.

13 Committee Chair Report

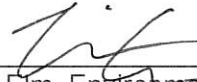
The Committee agreed to cancel the July 21, 2026 MCFC meeting.

14 Committee Member Announcements and Future Agenda Items

- Updates
 - Huffman Appropriation Update
 - Humboldt Trails Summit
 - Subcommittee Seats Staff Reassignments
- Announcements
 - Next FMP Subcommittee Meeting: August 4, 2026 at 4:30 p.m. at the MCSD Office (1656 Sutter Road) **(July canceled)**
 - Next MCF Committee Meeting: August 18, 2026 at 5:30 p.m. **(July canceled)**
 - Next TICS Subcommittee Meeting: June 23, 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) **(June canceled)**
- Request for Future Agenda Items

15 Adjournment

Meeting Adjourned at 6:55 p.m.



Jess Elm, Environmental Programs Coordinator

This Page Left Intentionally Blank

McKinleyville Community Services District

BOARD OF DIRECTORS

Sept. 2, 2026

TYPE OF ITEM: **INFORMATIONAL**

ITEM: F.3.D **General Manager's Report for September 2, 2026 Meeting**

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

TYPE OF ACTION: **Information Only**

A summary of activity for the month of August 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 =	\$3,510
• CCC Crew =	\$0
• SWAP =	\$5,040
• Volunteer Pickleball Labor =	\$418
• CSW =	\$420
• MCF Trail Stewards =	\$840
• Amazon Savings =	\$3
• Repair Riding Mower =	\$420
• Install new flow meter at Cochran =	\$1,140
• Seismic 1A Repair =	\$170
• Replace Cabinet Heater Tank 1A =	\$170
• <u>Replace Clarifier Drive Motor Covers =</u>	<u>\$255</u>
TOTAL COST SAVINGS FOR AUG =	\$12,386

TOTAL COST SAVINGS FOR FY 25/26 = \$583,836

TOTAL COST SAVINGS FOR FY 26/27 = \$23,795

I repeated last Fiscal Year's total savings again this month to emphasis how much savings the Staff is responsible for. The above number represents real cost savings to the District and the Rate Payers. It equates to the entire full-time Parks & Recreation or Finance Departments working for free for the entire year. 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 finalizing the project and the North Coast Resource Partnership (NCRP) grant close out. Our latest issue with Mercer Fraser is we were withholding \$42,000 for a section of the drainline and dichlorination manhole since the MF foreman at the time installed the line without compacting the subgrade or letting the District test the subgrade or backfill. This foreman was subsequently removed from the job site. The original \$42,000 was negotiated down to \$24,000 with the current job foreman. However that person was overruled by someone else at MF who said that they wouldn't accept the reduction and would instead replace the manhole and several hundred feet of drainline. We told them that was fine with the District, so we'll see if they actually do the work. We hoped to file the Notice of Completion (NOC) in July but now are unsure when we will file it.

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 file 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. There is no money budgeted for this project in the 2026/27 Fiscal Year as it should be completed.

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. 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 all of 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.

Meanwhile the design and bid documents have been finalized and the project went out to bid 7/6/26. The bid opening was at 10:00 am on 8/21. Four bids were received, ranging from \$2,287,301.32 to \$4,851,839.00. A Bid Protest was filed by Wahlund Construction, who had the second lowest bid at \$2,761,530.00 claiming that McCullough, the low bidder's, drilling subcontractor did not have the experience required by the bid documents. MCSD Staff and GHD are reviewing the bids for responsiveness and responsibility and intent to award the contract at the October 7th regularly scheduled Board Meeting.

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. Unfortunately, as stated above, the grant is now closed out and the \$5M is likely no longer available. 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 – LDA Partners continues to work on the Office Remodel design. LDA submitted the design plans to Humboldt County for the Building Permit in June 2025. We have been getting comments from the County and will use those to generate the final bid package. The project went to the County Planning Commission at their November 6th regularly scheduled meeting for a determination of General Plan Conformance. It was approved by the Commission. Given the loss of CalOES/FEMA Hazard Mitigation Grants funding, we will postpone the construction of this project until sometime after 2029. We have budgeted for and are moving ahead with the purchase of a new modular building for the Operations office. It is anticipated that will be delivered in September/October 2026.

McCluski/Hewitt Tank Replacement Project – The Phase 2 construction funding for this project has been approved. 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. The Period of Performance (PoP) for this project will require completion by July 11, 2027. CalOES suggested that we submit a request for an extension, if for no other reason than we lost three months for the approval letter to be mailed. We requested an extension to December 31, 2027, and we will request additional funding as well, but we'll see if either of those are granted. Given

the extremely short turnaround, and as discussed with the Board, we have already installed geotechnical borings and are working on the approval of the preliminary design work on the tanks. Kennedy Jenks is working to finalize the tank design and permitting and go out to bid on the construction of the tanks this fall.

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 are still waiting for FEMA to approve the Phase 2 grant construction funding for the project and continue to check in with CalOES, but still have not seen anything, and very well may not, given the upheaval at FEMA.

As discussed at the February 2026 Board Meeting, Staff anticipate that the Period of Performance for the Phase 2 portion of the Hazard Mitigation Grant will also end in April 2027. The bid documents for this project are generally completed, so we are ready to go out to bid; however, there are several pieces of equipment with extremely long lead times for delivery including the Motor Control Centers and Variable Frequency Drives. The District has moved forward on buying those items directly from the supplier and have the contractor install them. The VFDs have been received and the MCCs are expected this fall.

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 Board approved a contract with Kennedy Jenks Consulting Engineers at the December 3, 2025 Board Meeting to implement the Phase 1 scope of work. A challenge with this project is that the FEMA Period of Performance for this grant expires on August 28, 2026. The original grant had the Phase 1 work taking 21 months. We've discussed this quick turnaround with CalOES and they support us submitting a request for an extension out to April 2027, which CalOES approved. KJ has performed the topographic survey work and the geotechnical borings for the upland areas and is work furiously to get the work done by April 2027.

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. It now is assumed that the Phase 2 portion of the grant for the construction of the project will likely never be awarded and would have to be funded by the sale of COPs and/or the pursuit of additional grant funding. 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 will replace 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. The Basis of Design Report has been completed, and the Recommended Alternative was to replace the forcemain along the alignment of the Hammond Trail through this section. The District ran this alternative by, and have gotten approval in concept, from the County and CalTrans for this alignment and have received Encroachment Permits from both entities. We are waiting for the Coastal Development Permit from the County and that was heard at the Zoning Commissioner's

Meeting on August 20th, where it was approved. However we still need to wait for the 10-day protest period for the County's permit and the 10-day protest period for the Coastal Commission. We hope to begin the work around September 21st.

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.

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. 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 canceled as the new Sheriff's Department Lt. Holt was to present, but he was in training, and many of the other people were also not available.

Humboldt County Associations of Government (HCAOG) – The August Technical Advisory Committee (TAC) meeting was canceled. HCAOG has hired a new Director, Robert Holmlund, who previously worked as the City of Eureka Planning Director as well as for the Harbor District. The HCAOG Board Meeting was held on August 20th and the agenda included the review of the comment letter to Caltrans regarding concerns

about delayed emergency response time following the closure of the Bayside Cutoff. They also discussed the Safe Routes to School Report and the Humboldt Regional Climate Action Plan including jurisdictional responsibilities.

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 these 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. They then requested a detailed cost breakdown, which we submitted the end of August, and now we are just waiting for them to process the grant application.

We continue to work with Green Diamond and the Humboldt County Resource Conservation District on the CalFIRE wildfire grant to perform wildfire protection work along Murray Road adjacent to the Community Forest. They made a presentation for the McKinleyville Community Forest Committee at the Committee's June meeting.

Attachments: Attachment 1 – WWMF Monthly Self-Monitoring Report

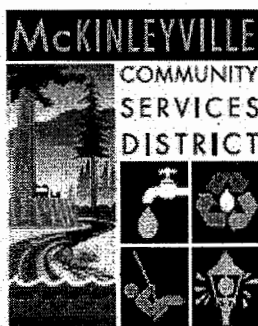
This Page Left Intentionally Blank

PHYSICAL ADDRESS:

1656 SUTTER ROAD
McKINLEYVILLE, CA 95519

MAILING ADDRESS:

P.O. BOX 2037
McKINLEYVILLE, CA 95519



mckinleyvillecsd.com

MAIN OFFICE:

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

PARKS & RECREATION OFFICE:

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

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

August 26, 2026

RE: MONTHLY MONITORING REPORT

Dear Sabrina:

Enclosed is the Monthly Monitoring Report for July 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 30 days going to 003, and 004. The required monitoring and water quality constituents that were tested and reported was in compliance in July.

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 July and was in compliance.

Monthly River Monitoring was conducted in July.

Quarter 2 sampling was conducted in July.

Semi Annual Chronic Testing was conducted in January.

MCKINLEYVILLE COMMUNITY SERVICES DISTRICT WASTEWATER MANAGEMENT FACILITY MONITORING DATA

MONTH: July 2026

DATE	INFLUENT FLOW		EFFLUENT FLOW		EFFLUENT MAXIMUM		RIVER CHS		RIVER DILUTION		INFLUENT MONITORING				EFFLUENT MONITORING				RIVER MONITORING				SETTLABLE				TOTAL COLIFORM				ENTERIC COCCIDI				RSW-001				RSW-002																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
	M.G.D.	M.G.D.	M.G.D.	M.G.D.	GRM	GRM	CHS	DILUTION	B.O.D. mg/L	TSS mg/L	PH	TEMP (C)	B.O.D. mg/L	TSS mg/L	CL ₂ RES.	CL ₂ RES.	CHL RES.	CL ₂ RES.	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP	TIME	PH	TEMP

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

July 2026

Discharge Monitoring				004	003	006	005	001	
	M-INF	M-001		REC-001	REC-001	REC-001	REC-001		EFF-001
DATE	INFLUENT	EFFLUENT	MAXIMUM	FISCHER	FISCHER	PIALORSI	HILLER	IRRGATE	RIVER
	MGD	MGD	GPM	MGD	MGD	MGD	MGD	TOTAL	MGD
				UPPER	LOWER			MGD	
1	0.780	0.742	978	0.643	0.099			0.742	0.000
2	0.783	0.780	966	0.661	0.119			0.780	0.000
3	0.769	0.646	649	0.646				0.646	0.000
4	0.725	0.648	793	0.648				0.648	0.000
5	0.797	0.651	649	0.651				0.651	0.000
6	0.799	0.776	936	0.648	0.128			0.776	0.000
7	0.764	0.769	964	0.647	0.122			0.769	0.000
8	0.786	0.761	930	0.640	0.121			0.761	0.000
9	0.758	0.844	1001	0.719	0.125			0.844	0.000
10	0.751	0.890	1029	0.773	0.117			0.890	0.000
11	0.751	0.776	829	0.776				0.776	0.000
12	0.807	0.779	747	0.779				0.779	0.000
13	0.778	0.914	1002	0.787	0.127			0.914	0.000
14	0.771	0.903	1013	0.778	0.125			0.903	0.000
15	0.750	0.889	1006	0.773	0.116			0.889	0.000
16	0.772	0.896	1020	0.777	0.119			0.896	0.000
17	0.744	0.875	1011	0.762	0.113			0.875	0.000
18	0.739	0.768	791	0.768				0.768	0.000
19	0.792	0.770	736	0.770				0.770	0.000
20	0.759	0.881	1018	0.771	0.110			0.881	0.000
21	0.757	0.890	1008	0.776	0.114			0.890	0.000
22	0.771	0.892	1011	0.774	0.118			0.892	0.000
23	0.760	0.890	989	0.777	0.113			0.890	0.000
24	0.754	0.871	993	0.763	0.108			0.871	0.000
25	0.759	0.773	764	0.773				0.773	0.000
26	0.802	0.773	822	0.773				0.773	0.000
27	0.780	0.488	980	0.411	0.077			0.488	0.000
28	0.769	0.000	0	Washed CCB				0.000	0.000
29	0.773	0.567	1361	0.442	0.125			0.567	0.000
30	0.774	0.851	985	0.723	0.128			0.851	0.000
31	0.756	0.828	2194	0.704	0.124			0.828	0.000
TOTAL	23.830	23.781		21.333	2.448	0.000	0.000	23.781	0.000
AVERAGE	0.769	0.767	941	0.000	0.000	0.000	0.000	0.767	0.000
MAXIMUM	0.807	0.914	2194	0.787	0.128	0.000	0.000	0.914	0.000
MINIMUM	0.725	0.000	0	0.411	0.000	0.000	0.000	0.000	0.000
DAYS	31	30		30	21	0	0	30	0
DAYS WITH NO DISCHARGE = 1									