



June 3, 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, June 2.

All Public Comment received before the above deadline may be provided to the Board at 9 a.m. on Wednesday, June 3 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.

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

B. Public Hearings

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

1 Conduct Public Hearing to Present Information Regarding Job Vacancies, Recruitment and Retention Strategies in FY 25/26 in Accordance with Requirements Set Forth in AB 2561 (Pg. 9)

Attachment 1 – Public Hearing Announcement (Pg. 13)

Attachment 2 – FY 25/26 Organizational Chart (Pg. 15)

Attachment 3 – FY 26/27 Organizational Chart (Pg. 17)

2 Conduct Public Hearing for the 2025 Urban Water Management Plan (UWMP), Approve Plan for Submittal and Adopt Resolution 2026-20 (Pg. 19)

Attachment 1 – Urban Water Management Plan Public Hearing Notice/ Press Release (Pg. 21)

Attachment 2 – Resolution 2026-20 (Pg. 23)

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 May 6, 2026 (Pg. 25)

Attachment 1 – Draft Minutes from May 6, 2026 (Pg. 27)

2 Consider Approval of April 30, 2026 Treasurer’s Report (Pg. 35)

Attachment 1 – April 30, 2026 Treasurer’s Report (Pg. 37)

3 Compliance With State Double Check Valve (DCV) Law (Pg. 51)

4 Consider Approval of Sewer Easement for APN 508-031-004 (Pg. 53)

Attachment 1 – Legal Description APN 508-031-004 (Pg. 55)

Attachment 2 – Construction Plan sheets C-103 & C-106 (Pg. 57)

5 Consider Approval of Memorandum of Understanding (MOU) Between McKinleyville Community Services District (MCSD) and the McKinleyville Chamber of Commerce (Chamber) for Beautification and Decoration within the County Right of Way Along Central Avenue in McKinleyville, CA (Pg. 59)

Attachment 1 – Draft MOU Between MCSD and the McKinleyville Chamber (Pg. 61)

6 Consider Humboldt Local Agency Formation Commission (LAFCo) Official Ballot Selection (Pg. 65)

Attachment 1 – Humboldt LAFCo Letter and Ballot Dated May 8, 2026 (Pg. 67)

E. Continued and New Business

1 Consider and Adopt Resolution 2026-19 Recognizing, Honoring and Commending Seth Meynell for Fifteen (15) Years of Service (Pg. 71)

Attachment 1 – Resolution 2026-19 (Pg. 73)

2 Consider Adoption of Resolution 2026-21 Approving Installment Purchase Contracts, Trust Agreements, a Certificate Purchase Agreements, a Continuing Disclosure Certificate and an Official Statement; Making Certain Determinations Relating thereto; and Authorizing Certain Other Actions in Connection therewith (Pg. 75)

Attachment 1 – Resolution 2026-21 (Pg. 79)

Attachment 2 – Installment Purchase Contracts

o Water:

<https://www.mckinleyvillecsd.ca.gov/files/1ff65c33f/E.2.2.A+%28Attachment+2a%29+Installment+Purchase+Contract+-+McKinleyville+CSD+2026+Series+A+Water+COPs.pdf>

o Wastewater:

<https://www.mckinleyvillecsd.ca.gov/files/bf50fc1d9/E.2.2.B+%28Attachment+2b%29+Installment+Purchase+Contract+-+McKinleyville+CSD+2026+Series+B+Wastewater+COPs.pdf>

Attachment 3 – Trust Agreements

o Water:

<https://www.mckinleyvillecsd.ca.gov/files/c7ff096d4/E.2.3.A+%28Attachment+3a%29+Trust+Agreement+-+McKinleyville+CSD+2026A+Water+COPs.pdf>

o Wastewater:

<https://www.mckinleyvillecsd.ca.gov/files/a181fcbf8/E.2.3.B+%28Attachment+3b%29+Trust+Agreement+-+McKinleyville+CSD+2026B+Wastewater+COPs.pdf>

Attachment 4 – Certificate Purchase Agreements

o Water:

https://www.mckinleyvillecsd.ca.gov/files/707c9171b/E.2.4.A+%28Attachment+4a%29+Certificate+Purchase+Agreement+McKinleyville+CSD+Series+2026A+%28Water%29%2C+4908-1978-7169_2.pdf

o Wastewater:

https://www.mckinleyvillecsd.ca.gov/files/cca5b8cbd/E.2.4.B+%28Attachment+4b%29+Certificate+Purchase+Agreement+McKinleyville+CSD+Series+2026B+%28Wastewater%29%2C+4907-1322-5377_2.pdf

Attachment 5 – Preliminary Official Statement including the Form of Continuing Disclosure Certificate in Appendix D

o Hyperlink:

<https://www.mckinleyvillecsd.ca.gov/files/1b5496195/E.2.5+%28Attachment+5%29+Official+Statement+-+Continuing+Disclosure+Agreement+-+Combined.pdf>

3 Consider Letter of Support for Assembly Bill (AB) 1821 (Pacheco) California Public Records Act: agency response time. (Pg. 87)

Attachment 1 – AB 1821 Text (Pg. 89)

Attachment 2 – Draft Letter of Support (Pg. 95)

4 Consider Attendance of the California Special Districts Association (CSDA) 2026 Annual Conference, August 24-27, 2026 in Palm Desert, CA (Pg. 97)

Attachment 1 – 2026 CSDA Annual Conference Brochure (Pg. 99)

5 Consider Approval of the FY2026-27 Budget and Approve Resolution 2026-22 Establishing Appropriations Limits for FY2026-27 (Pg. 115)

Attachment 1 – Proposed Budget for FY2026-27 (Pg. 117)

Attachment 2 – Resolution 2026-22 (Pg. 165)

6 Consider Second Reading of Ordinance 2026-03 Amending the District’s Rules and Regulations Generalizing Specific Fees to Reference Appendix A: Current Special Fee Schedule and Appendix B: Facility & Park Rental Fee Schedule (Pg. 167)

Attachment 1 – 2026-05-06 MCSD Rules 5.01, 5.04, 5.11, 8.03, 8.04, 8.05, 9.04, 10.03, 10.09, 14.05, 14.08, 16.01(c), 19.03, 21.02, 27.08, 45.01.a, 45.02, 45.03.a, 45.03.c, 45.04.a, 45.05, 45.08, 52.03, and 73.11 in Track Changes **(Pg. 169)**

Attachment 2 – Ordinance 2026-03 **(Pg. 183)**

Attachment 3 – Draft Appendix A: Current Special Fee Schedule **(Pg. 191)**

Attachment 4 – Draft Appendix B: Facility & Park Rental Fee Schedule **(Pg. 193)**

7 2026-04 Second Reading Rules & Regulations Cross Connections (Pg. 195)

Attachment 1 – 2026-05-06 MCSD Rules and Regulations Rule 7.07 in Track Changes **(Pg. 197)**

Attachment 2 – Ordinance 2026-04 **(Pg. 199)**

8 Consider and Approve the MCSD Parks & Recreation Public Art in Our Parks Program (Pg. 201)

Attachment 1 – MCSD Parks & Recreation Public Art in Our Parks Program **(Pg. 203)**

Attachment 2 – MCSD Parks & Recreation Public Art in Our Parks Program Application **(Pg. 209)**

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)

2 Legislative and Regulatory Reports

3 Staff Reports

- a. **Finance & Administration Department (Samantha Howard) (Pg. 215)**
- b. **Operations Department (James Henry) (Pg. 217)**
- c. **Parks & Recreation Department (Kirsten Messmer) (Pg. 223)**

Attachment 1 – McKinleyville Community Forest Committee Approved Meeting Minutes from April 15, 2026 **(Pg. 227)**

- d. **General Manager (Pat Kaspari) (Pg. 233)**

Attachment 1 – WWMF Monthly Self-Monitoring Report **(Pg. 241)**

4. President’s Report

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

G. Adjournment

Posted 5:00 p.m. on May 29, 2026

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

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

McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **INFORMATIONAL**

ITEM: B.1 **Conduct Public Hearing to Present Information Regarding Job Vacancies, Recruitment and Retention Strategies in FY 25/26 in Accordance with Requirements Set Forth in AB 2561**

PRESENTED BY: **Lesley Frisbee, Human Resources Director**

TYPE OF ACTION: **None**

Recommendation:

Staff recommends that the Board:

1. Open the Public Hearing
2. Discuss information provided
3. Open public comment period and consider any public input and written comments
4. Close the Public Hearing

Discussion:

At this time Staff suggests we Open the Public Hearing if it has not yet been opened.

On September 22, 2024, Governor Newsom signed AB 2561 into law to amend the Meyers-Milias-Brown Act and create a new obligation for public agencies to publicly address the status of their vacancies at a Public Hearing (see **Attachment 1**). As a basis for the new requirements, the California Legislature determined that vacancies are widespread and can be a significant problem in the public sector. Vacancies require employees to take on heavier workloads, resulting in burnout and increased turnover, which could negatively impact the delivery of public service.

AB 2561 requires local government agencies to report on the status of vacancies within the District as well as the recruitment and retention efforts made by the District. As part of the public hearing, agencies are also required to identify any necessary changes to policies, procedures, and/or recruitment activities that may lead to hiring obstacles. If the District had a recognized employee bargaining unit, the District would also be required to allow that unit to make a presentation during the public hearing; however, as the District does not have a recognized employee bargaining unit, this requirement does not apply at this time. The District does negotiate with an "Employee Negotiating Committee" comprised of District employees representing each department of the District. This committee

is not a formally recognized bargaining unit. The District Employee Negotiations Committee was invited to present at this hearing.

In the FY 25/26 budget process, the Board approved a total of 31 full time positions, and 48 part-time positions (see **Attachment 2**). For the FY 26/27 budget process, to be finalized later in this agenda, the Board was presented with an Organizational Chart listing at total of 30 fulltime positions, and 50 part-time positions (see **Attachment 3**). Of those approved FY 25/26 positions, there was one part time vacancy (Office Assistant) as of July 1, 2025.

On July 31, 2025, the Finance Specialist position became vacant. At that time the Finance & Administration Department assessed current workloads of existing staff and made a determination that a full-time Finance Specialist was no longer required and decided to leave that position vacant. The part-time Office Assistant position was filled on September 16, 2025.

In the Operations Department, Lead Person, Erik Jones retired on May 18, 2026. Chris Jones was promoted from Utility II to the Lead Person position. Currently the Utility I/II position is vacant. It will remain vacant until November 2026 at which time it is anticipated that a Utility Maintenance Worker will be promoted to the Utility I/II and a new Utility Maintenance Worker will be hired.

Recruitment efforts include posting job announcements in various locations and in a variety of mediums. The District places ads on Humboldt Craigslist, the District's website, on the Cal Poly Humboldt Career Center website, in local newspapers, on social media sites and on the InDeed job recruitment platform. Additionally, Human Resources staff attended the Humboldt Builder's Exchange Trades Days to increase awareness of career opportunities at MCSD among recent High School graduates.

Retention efforts in the last fiscal year have included hosting monthly morale booster activities for District employees as well as monthly intra-departmental small group trainings focusing on employee communication skills, wellness and resiliency strategies and team building. District management takes employee wellness very seriously and works with employees who may be underperforming to support them in developing the necessary skills and competencies to be able to meet or exceed expectations. Human Resources consistently researches training opportunities and keeps District managers and employees informed of any potentially useful and cost-effective training opportunities that are available for interested employees.

Alternatives:

Take Action

Fiscal Analysis:

Not applicable

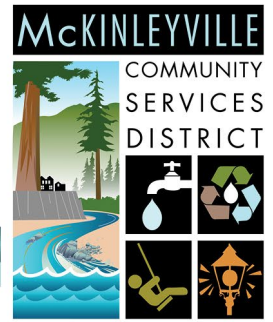
Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Notice of Public Hearing
- Attachment 2 – FY 25/26 Organizational Chart
- Attachment 3 – FY 26/27 Organizational Chart

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RELEASE DATE: WENDESDAY, MAY 13, 2026

RUN DATE: WEDNESDAY, MAY 20, 2026

FROM: MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
 PAT KASPARI, GENERAL MANAGER
 (707) 839-3251

SUBJECT: NOTICE OF PUBLIC HEARING IN COMPLIANCE WITH
 ASSEMBLY BILL 2561

McKinleyville, CA –

McKinleyville Community Services District will hold a public hearing in compliance with Assembly Bill 2561 (AB 2561). This hearing will present the status of job vacancies, recruitment efforts, and retention strategies for the fiscal year. Members of the public are welcome to attend and provide comments.

The hearing will take place on Wednesday, June 3, 2026 at 6:00 p.m. at:

Azalea Hall, 1620 Pickett Road, McKinleyville, CA 95519

and online:

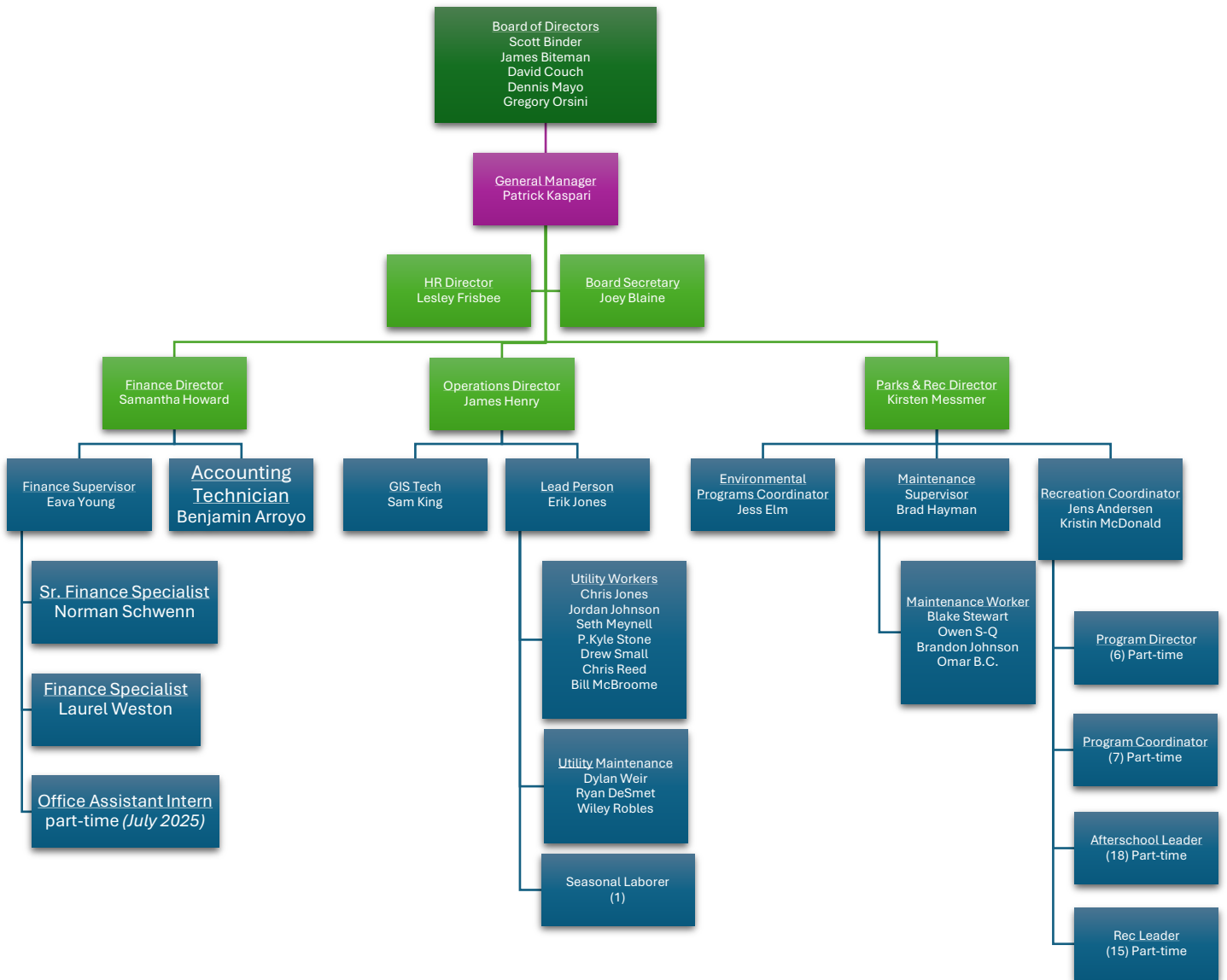
ZOOM MEETING ID: **859 4543 6653** (<https://us02web.zoom.us/j/85945436653>)
 DIAL IN TOLL FREE: 1-888-788-0099

If you have questions about this notice, please contact Pat Kaspari at (707) 839-3251.

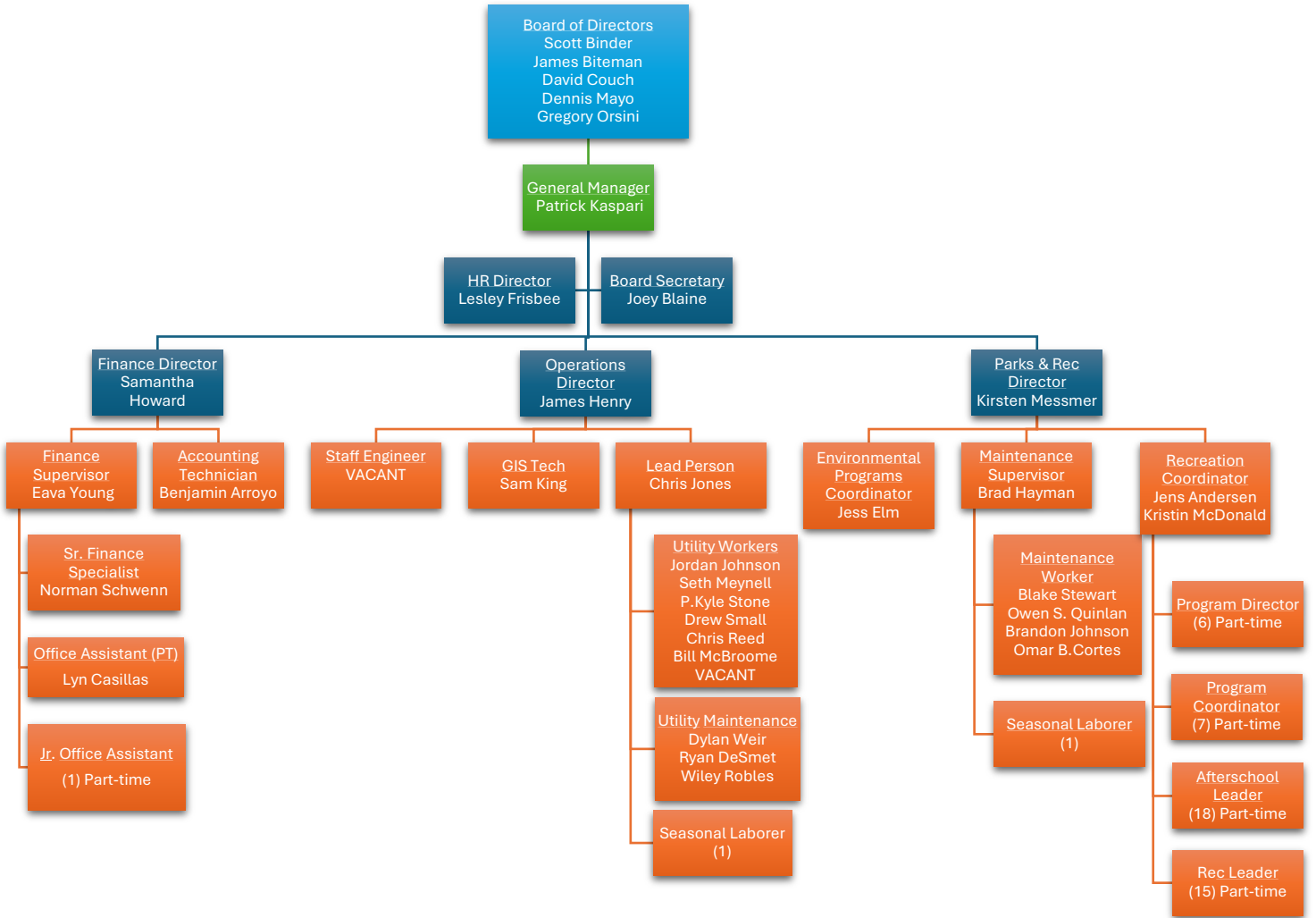
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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: B.2 **Conduct Public Hearing for the 2025 Urban Water Management Plan (UWMP), Approve Plan for Submittal and Adopt Resolution 2026-20**

PRESENTED BY: **James Henry, Operations Director/ Sam King GIS Technician**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

1. Staff recommends the Board open the public hearing;
2. Listen to and participate in Staff's presentation;
3. Receive Public comments on the 2025 UWMP;
4. Close the public hearing, consider comments and adopt Resolution 2026-20 approving the 2025 Urban Water Management Plan with changes as necessary. (**Attachment 2**)
5. Authorize submission to Department of Water Resources.

Discussion:

The California Legislature enacted Assembly Bill 797 (Water Code Section 10610 et.seq, known as the Urban Water Management Planning Act) in 1984. The Act mandates that every water supplier providing water for municipal purposes to more than 3,000 customers, or more than 3,000 acre-feet of water every year must prepare an Urban Water Management Plan. The Department of Water Resources reviews and approves each plan to ensure conservation and efficient use of water. The plan is updated every 5 years, or as necessary per legislative amendments and department review. A copy of the draft plan has been available for the public at the District office, 1656 Sutter Road, McKinleyville and a copy is posted at the District's website (**Attachment 1**) and notice of this public hearing was advertised in the Mad River Union. The UWMP requires the District to make projections out to 2045 for water use, service units and population growth.

The Draft 2025 UWMP is 190 pages long, therefore it isn't attached to the Board Packet. A Hard Copy is available at the District Office and a Link to the Plan is below.

[Draft 2025 UWMP](#)

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Plan adoption is required to maintain eligibility to receive potential future grants.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Urban Water Management Plan Public Hearing Notice/ Press Release
- Attachment 2 – Resolution 2026-20

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RESOLUTION 2026 - 20

A RESOLUTION OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS ADOPTING THE DISTRICT’S 2025 URBAN WATER MANAGEMENT PLAN

WHEREAS, the Urban Water Management Planning Act of 1983, as amended (California Water Code Division 6, Part 2.6) requires the preparation and submission to the California Department of Water Resources of an Urban Water Management Plan by all water suppliers that qualify as urban water suppliers as defined by the act; and

WHEREAS, the McKinleyville Community Services District qualifies as an urban water supplier as defined by the Urban Water Management Planning Act; and

WHEREAS, the Urban Water Management Planning Act as amended required urban water suppliers to address components of the Water Conservation Bill of 2009 (SBX7-7), which set overall goals to reduce the state’s per capita urban water use by 20% by December 31, 2020; and

WHEREAS, the Urban Water Management Planning Act requires the submission of Urban Water Management Plans for years ending in 5 and 0; and

WHEREAS, the McKinleyville Community Services District last prepared and submitted an Urban Water Management Plan in 2021; and

WHEREAS, the 2025 Urban Water Management Plan must be adopted by July 1, 2026 and filed with the Department of Water Resources within thirty days of adoption; and

WHEREAS, the McKinleyville Community Services District has therefore prepared and made available for public review a draft of the Urban Water Management Plan, and a properly noticed public meeting regarding the Plan was held by the Board of Directors on June 3, 2026.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the McKinleyville Community Services District does hereby adopt the 2025 Urban Water Management Plan and authorizes its submission to the California Department of Water Resources.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on June 3, 2026 by the following polled vote:

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

Attest:

Joey Blaine, Board Secretary

Dennis Mayo, Board President

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: D.1 **Consider Approval of Draft Minutes of the Board of Directors Regular Meeting on May 6, 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 May 6, 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 May 6, 2026

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MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, MAY 6, 2026 at 6:00 P.M. IN PERSON AT AZALEA HALL – 1620 PICKETT ROAD, MCKINLEYVILLE, CALIFORNIA and TELECONFERENCE Via ZOOM & TELEPHONE: ZOOM MEETING ID: 859 4543 6653 (<https://us02web.zoom.us/j/85945436653>) and TOLL FREE: 1-888-788-0099

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

AGENDA ITEM A. CALL TO ORDER:

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

- Scott Binder, Director; James Biteman, Director; David Couch, Vice President; Dennis Mayo, President; Greg Orsini, Director; Pat Kaspari, General Manager; Joey Blaine, Board Secretary; James Henry, Operations Director; Samantha Howard, Finance Director; Kirsten Messmer, Parks & Recreation Director

Note: Directors Binder and Mayo attended remotely via Zoom under the just-cause provision of G.C. 54953 from the 2026 ACWA Spring Conference in Sacramento, CA.

A.2 Pledge of Allegiance: The Pledge of Allegiance was led by Director Orsini.

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 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.

A.5 Closed Session Discussion

There was no closed session scheduled.

AGENDA ITEM B. PUBLIC HEARINGS:

B.1 Conduct Public Hearing for the Annual Levy of Assessments (Fiscal Year 2026/2027) for the Measure B Maintenance Assessment District – Renewal for Parks, Open Space, and Recreational Facilities

Consider Adopting Resolution 2026-16 Amending and/or Approving the Final Engineer’s Annual Levy Report for the Measure B Maintenance Assessment District - Renewal for Parks, Open Space, and Recreational Facilities For Fiscal Year 2026/2027

Consider Adopting Resolution 2026-17 Ordering the Levy and Collection of Assessments within the Measure B Maintenance Assessment District - Renewal for Parks, Open Space, and Recreational Facilities for Fiscal Year 2026/2027

Finance Director Howard presented the item.

Vice President Couch opened the public hearing at 6:04 p.m.

There was no public comment or testimony.

Vice President Couch closed the public hearing at 6:10.

Motion: It was moved to adopt Resolution 2026-16 and Resolution 2026-17.

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

There were no comments from the Board or public.

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

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 April 1, 2026**
- D.2 Consider Approval of March 31, 2026 Treasurer's Report**
- D.3 Compliance With State Double Check Valve (DCV) Law**
- D.4 Consider Approval of Hiller Sports Complex Facility Use Agreement Contracts Between MCSD and the Mad River Youth Soccer League (MRYSL)**
- D.5 Consider Approval of the 2025 Consumer Confidence Report (CCR)**
- D.6 Consider Adoption of Proclamation: May 3 through May 9, 2026 Professional Municipal Clerks Week**
- D.7 Consider Approval of Agreement Between McKinleyville Union School District (MUSD) and the McKinleyville Community Services District (MCSD) for the Provision of After School Leaders to the 21st Century Community Learning Center After School Program at McKinleyville Union School District Schools**
- D.8 Consider Adoption of a Notice of Exemption as required for the Financial Assistance Application from the State Water Resources Control Board for the Planning and Design of the Fischer, B Street, Kelly, and Letz Lift Station Upgrades including associated Force Mains, an Alternative Disinfection Study for the Wastewater Management Facility, and the Office Seismic Retrofit Projects**

D.9 Consider Supporting Life Plan Humboldt Application for Simpson Family Fund Grant

Director Orsini requested to pull item D.9.

Motion: It was moved to approve the Consent Calendar sans item D.9.

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.9 Consider Supporting Life Plan Humboldt Application for Simpson Family Fund Grant

Director Orsini requested to recuse himself from voting on this item citing his role on the Life Plan Humboldt Board and exited the meeting for consideration of the item.

General Manager Kaspari presented the item.

Motion: It was to direct the General Manager to authorize Life Plan Humboldt to list McKinleyville Community Services District as a supporter on the application for the Simpson Family Fund Grant.

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

There were no comments from the Board or Public.

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

Motion Summary: Motion passed.

Director Orsini re-entered the meeting.

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Consider Adoption of Resolution 2026-18 Recognizing, Honoring, and Thanking Erik Jones for His 23 Years of Service Upon His Retirement

Human Resources Director Frisbee presented the item and read Resolution 2026-18 into the record.

Directors and Staff commended Mr. Jones on his successful, 23-year career at the District and wished him well in his retirement.

Motion: It was moved to adopt Resolution 2026-18.

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.

E.2 Water and Wastewater Bond Financing Update

Finance Director Howard presented the item.

Directors commented and discussed.

Director Orsini commended staff on their work procuring the proposed bond financing.

There was no public comment.

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

E.10 Consider Approval of the McKinleyville BMX (MCKBMX) Memorandum of Understanding (MOU) to the McKinleyville Community Services District (MCSD) Board of Directors

Parks and Recreation Director Messmer presented the item.

Directors commented in support of the project and the proposed MOU.

Jason Orlandi, McKinleyville BMX Board President, thanked the Board and Staff for the project coming to fruition.

Motion: It was moved to authorize the Board President to execute the MOU with McKinleyville BMX.

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.

E.3 Consider Second Reading and Adoption of Ordinance 2026-01 Amending Regulation Community Forest Committee of the McKinleyville Community Services District Rules and Regulations

Parks and Recreation Director Messmer presented the item.

There was no public comment.

Motion: It was moved to approve the second reading and adoption of Ordinance 2026-01.

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

There were no comments from the Board or Public.

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

Motion Summary: Motion passed.

E.4 Consider Second Reading and Adoption of Ordinance 2026-02 Amending the District's Rules and Regulations Regarding Collection of Delinquent Charges

Finance Director Howard presented the item.

There was no public comment.

Motion: It was moved to approve the second reading and adoption of Ordinance 2026-02

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

There were no comments from the Board or public.

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

Motion Summary: Motion passed.

E.5 Consider Support for AB (Assembly Bill) 1866 (Rogers) California Disaster Assistance Act: Minimum Damages Thresholds

Board Secretary Blaine presented the item.

Directors discussed and asked clarifying questions.

There was no public comment.

Motion: It was moved to approve the Board President and General Manager to sign the letter of support for AB 1866.

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

There were no comments from the Board or public.

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

Motion Summary: Motion passed.

E.6 Review Operations Draft Budget for Water, Wastewater, and Streetlight Funds, FY2026-27

Finance Director Howard presented the item.

Directors discussed and asked clarifying questions.

There was no public comment.

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

E.7 Approval of FY2025-26 Budget Revision

Finance Director Howard presented the item.

Directors commented and asked clarifying questions.

There was no public comment.

Motion: It was moved to approve the FY2026-26 Budget Revision.

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

There were no comments from the Board or public.

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

Motion Summary: Motion passed.

E.8 Discuss and Consider Approval of Resolution 2026-15 Adopting the Amended Mitigated Negative Declaration and the Mitigation Monitoring and Reporting Program for the Highway Sewer Crossing Project

General Manager Kaspari presented the item.

Directors commented and asked clarifying questions.

There was no public comment.

Motion: It was moved to adopt Resolution 2026-15

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.9 Discuss and Decide on District Preferences for the November 3, 2026 Election

Board Secretary Blaine presented the item.

Directors discussed the pros and cons of different preferences for the November election.

There was no public comment.

Motion: It was moved to direct Staff to return the letter from the County Office of Elections with the following selections: require candidates to pay for the costs of the candidates statement, limit the candidate statements to 200 words, and to resolve a tie by lot.

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.11 Consider First Reading of Ordinance 2026-03 Amending the District’s Rules and Regulations Generalizing Specific Fees to Reference Appendix A: Current Special Fee Schedule and Appendix B: Facility & Park Rental Fee Schedule

Board Secretary Blaine presented the item.

Director Orsini commended staff for the proposed revisions to the Rules and Regulations.

There was no public comment.

Motion: It was moved to approve the first reading of Ordinance 2026-03.

Motion by: Director Couch; **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.

E.11 Consider First Reading of Ordinance 2026-04 Amending the District’s Rules and Regulations Rule 7.07 Cross-Connections

Operations Director Henry presented the item.

Directors discussed and asked clarifying questions.

Operations Director Henry further expounded on the coming impacts of hardened state requirements for backflow prevention.

There was no public comment.

Motion: It was moved to approve the first reading of Ordinance 2026-04.

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

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 F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

a. Standing Committees

1. **Parks and Recreation Committee (Binder/Biteman)** Did not meet.
2. **Audit and Finance Committee (Orsini/Biteman)** Director Orsini gave a report from the April 20 meeting.
3. **Employee Negotiations Committee (Couch/Mayo)** Did not meet.
4. **McKinleyville Community Forest Committee (Orsini/Biteman)** Director Orsini gave a brief report of the April 15, 2026 meeting.

b. Ad-Hoc Committees

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

c. Board Liasons

1. **McKinleyville Area Fund (John Kulstad/Binder)** Director Binder reported that the McKinleyville Area Fund has selected grant awardees and will be announcing them soon.
2. **Redwood Region Economic Development Commission (Biteman/Mayo)** Director Mayo gave a brief report of the April meeting.
3. **McKinleyville Municipal Advisory Committee (Binder/Orsini)** Director Binder gave a brief report of the April 22, 2026 meeting.
4. **McKinleyville Senior Center (Binder/Couch)** Director Binder gave a report on the ongoing activities of the Senior Center.

F.2 LEGISLATIVE AND REGULATORY REPORTS

Board Secretary Blaine reported on Assembly Bill (AB) 1821 (Pacheco) California Public Records Act: agency response time, and stated intention to bring a draft letter of support to the June 3, 2026 regular meeting.

Humboldt County 5th District Supervisor Madrone gave a brief update from the County.

F.3 STAFF REPORTS

- a. **Finance and Administration Department:** Finance Director Howard had nothing further to add to her written 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 gave an announcement of the Pints for Non-Profits Fundraiser for the BMX Park restrooms on May 14 at Six Rivers Brewery.
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari had nothing further to add to his report.

F.4 PRESIDENT’S REPORT

Vice President Couch had nothing further to add.

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

There were no announcements.

G. Meeting Adjourned at 8:55 p.m.

Joseph Blaine, CMC, Board Secretary

McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: D.2 **Consider Approval of April 30, 2026 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 April 30, 2026 Treasurer's Report.

Discussion

The April 2026 Treasurer's Report is the Simple Report providing an update of Budget to Actuals with Graphs and April's Cash Disbursement Report.

Some highlights from the April 2026 report are as follows:

- Days of Cash on Hand is showing 181 days however this number only considers the funds held at Columbia Bank and does not include the additional \$25,696,497 held with California Class.
- Property Tax Revenue and Assessment Revenues were not apportioned in April as expected. According to communications, the County is actively working on apportionments.
- The budget has been updated to reflect the revision approved at the May board meeting.

Alternatives:

Staff's analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Exhibits/Attachments

Attachment 1- April 30, 2026 Treasurer's Report

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**McKinleyville Community Services District
Treasurer's Report
April 30, 2026**

Table of Contents

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

Ratios

as of April 30, 2026

- Utility Accounts Receivable Turnover Days	12
- YTD Breakeven Revenue, Enterprise Funds:	\$ 6,827,196
- YTD Actual Enterprise Operating Revenue:	\$ 7,885,052
- Days of Cash on Hand-Operations Checking/MM	181

McKinleyville Community Services District
 Activity Summary by Fund, Approved Budget
 April 30, 2026

Department Summaries	July	August	September	October	November	December	January	February	March	April	% of Year 83.33% YTD	Approved YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	% Year Remaining: 16.67%			Notes	
															REVISED Total Budget	Remaining Budget	Budget %		
Water																			
Water Sales	481,406	420,625	428,380	423,499	349,298	345,035	382,925	359,853	354,291	409,074	3,954,384	3,716,667	237,717	6.40%	4,460,000	505,616	11.34%		
Other Revenues	21,621	21,242	19,722	18,341	37,386	7,090	5,627	13,919	10,864	7,109	162,920	193,263	(30,343)	-15.70%	231,915	68,995	29.75%		
Total Operating Revenues	503,027	441,866	448,102	441,840	386,684	352,125	388,553	373,771	365,155	416,183	4,117,304	3,909,930	207,374	5.30%	4,691,915	574,611	12.25%		
Salaries & Benefits	234,052	96,039	105,340	128,169	106,782	113,259	127,091	112,254	125,523	123,938	1,272,446	1,368,968	(96,522)	-7.05%	1,642,761	370,315	22.54%		
Water Purchased	109,472	115,631	114,415	114,948	112,288	110,500	109,998	109,766	112,078	105,305	1,114,400	1,154,271	(39,871)	-3.45%	1,385,125	270,725	19.55%		
Other Expenses	148,833	41,449	60,728	53,763	87,825	80,713	59,603	56,594	57,302	52,117	698,927	791,177	(92,250)	-11.66%	949,412	250,485	26.38%	Other Expenses high in July due to Section 115 Contribution	
Depreciation	38,083	38,083	38,083	38,083	38,083	38,083	38,083	38,083	38,083	38,083	380,832	380,833	(1)	0.00%	457,000	76,168	16.67%		
Total Operating Expenses	530,440	291,202	318,565	334,963	344,978	342,555	334,776	316,697	332,986	319,444	3,466,606	3,695,249	(228,643)	-6.19%	4,434,298	967,692	21.82%		
Net Operating Income	(27,414)	150,664	129,536	106,877	41,706	9,570	53,777	57,075	32,168	96,739	650,699	214,681	436,018		257,617	(393,082)			
Grants	-	510	-	85,462	-	623,783	-	-	108,176	-	817,930	729,696	88,234		875,635	57,705	6.59%		
Interest Income	25,619	25,649	24,100	24,501	22,876	23,005	21,597	20,233	21,648	21,763	230,991	166,667	64,324	38.59%	200,000	(30,991)	-15.50%		
Loss/(Gain) on Disposal	-	-	-	-	-	(56,576)	-	-	-	-	(56,576)	(47,147)	(9,429)		(56,576)	(0)	0.00%	Disposal of all assets below allowable threshold or no longer in existence.	
Interest Expense	13,857	-	-	-	93	11,227	75,115	-	-	62	100,354	160,452	(60,098)	37.46%	192,542	92,188	47.88%		
Total Non-Operating Income	11,762	26,159	24,100	109,962	22,784	578,985	(53,518)	20,233	129,824	21,701	891,992	688,764	203,228		826,517	(65,475)			
Net Income (Loss)	(15,652)	176,823	153,637	216,840	64,489	588,555	259	77,308	161,992	118,440	1,542,690	903,445	639,245		1,084,134	(458,556)			
Wastewater																			
Wastewater Service Charges	415,455	390,131	392,804	401,657	385,853	370,967	387,760	386,981	384,404	414,657	3,930,668	3,708,333	222,335	6.00%	4,450,000	519,332	11.67%		
Other Revenues	24,379	28,618	38,564	27,476	91,196	29,226	11,041	26,062	14,541	10,154	301,258	336,471	(35,213)	-10.47%	403,765	102,507	25.39%		
Total Operating Revenues	439,834	418,749	431,367	429,133	477,049	400,194	398,801	413,043	398,945	424,812	4,231,926	4,044,804	187,122	4.63%	4,853,765	621,839	12.81%		
Salaries & Benefits	251,183	120,551	132,187	124,600	119,079	134,472	134,105	118,848	120,237	118,665	1,373,927	1,493,432	(119,505)	-8.00%	1,792,118	418,191	23.34%	July expense is higher than normal due to large one-time annual payments such as prepaid health insurance and UAL payment.	
Other Expenses	155,264	41,421	74,169	58,741	145,404	87,482	67,929	67,378	79,260	67,456	844,504	1,141,810	(297,306)	-26.04%	1,370,172	525,668	38.37%		
Depreciation	129,167	129,167	129,167	129,167	129,167	129,167	129,167	129,167	129,167	129,167	1,291,667	1,291,667	0	0.00%	1,550,000	258,333	16.67%		
Total Operating Expenses	535,614	291,139	335,523	312,508	393,649	351,120	331,200	315,393	328,664	315,288	3,510,098	3,926,909	(416,811)	-10.61%	4,712,290	1,202,192	25.51%		
Net Operating Income	(95,780)	127,611	95,844	116,625	83,400	49,073	67,601	97,650	70,281	109,524	721,828	117,895	603,933		141,475	(580,353)			
Grants	(2,755)	510	-	26,310	-	154,852	-	-	171,888	-	350,604	291,745	58,859	20.17%	350,094	(510)	-0.15%	Receipt of grant revenue is less than anticipated at this point in the fiscal year.	
Interest Income	49,647	51,373	48,559	50,393	45,851	45,559	42,642	39,302	211,547	48,959	633,831	595,833	37,998	6.38%	715,000	81,169	11.35%	Microgrid Rebate earned \$165,060 in interest revenue while with the IRS.	
Loss/(Gain) on Disposal	-	-	-	-	-	(145,813)	-	-	-	-	(145,813)	(121,511)	(24,302)		(145,813)	(0)	0.00%	Disposal of all assets below allowable threshold or no longer in existence.	
Interest Expense	(223,797)	269,011	-	-	42,661	-	-	38,590	25,966	-	152,432	313,524	(161,092)	51.38%	376,229	223,797	59.48%		
Total Non-Operating Income	270,689	(217,128)	48,559	76,703	3,189	54,598	42,642	713	357,269	48,959	686,191	452,543	233,648		543,052	(143,138)	-26.36%		
Net Income (Loss)	174,909	(89,517)	144,403	193,328	86,589	103,671	110,242	98,362	427,550	158,483	1,408,019	570,438	837,581		684,527	(723,492)		Wastewater is tracking Net Income as under budget due to less grant revenue YTD than anticipated.	
Enterprise Funds Net Income (Loss)	159,256	87,305	298,040	410,167	151,078	692,226	110,501	175,670	589,543	276,922	2,950,710	1,473,883	1,476,827		1,768,661	(1,182,048)			

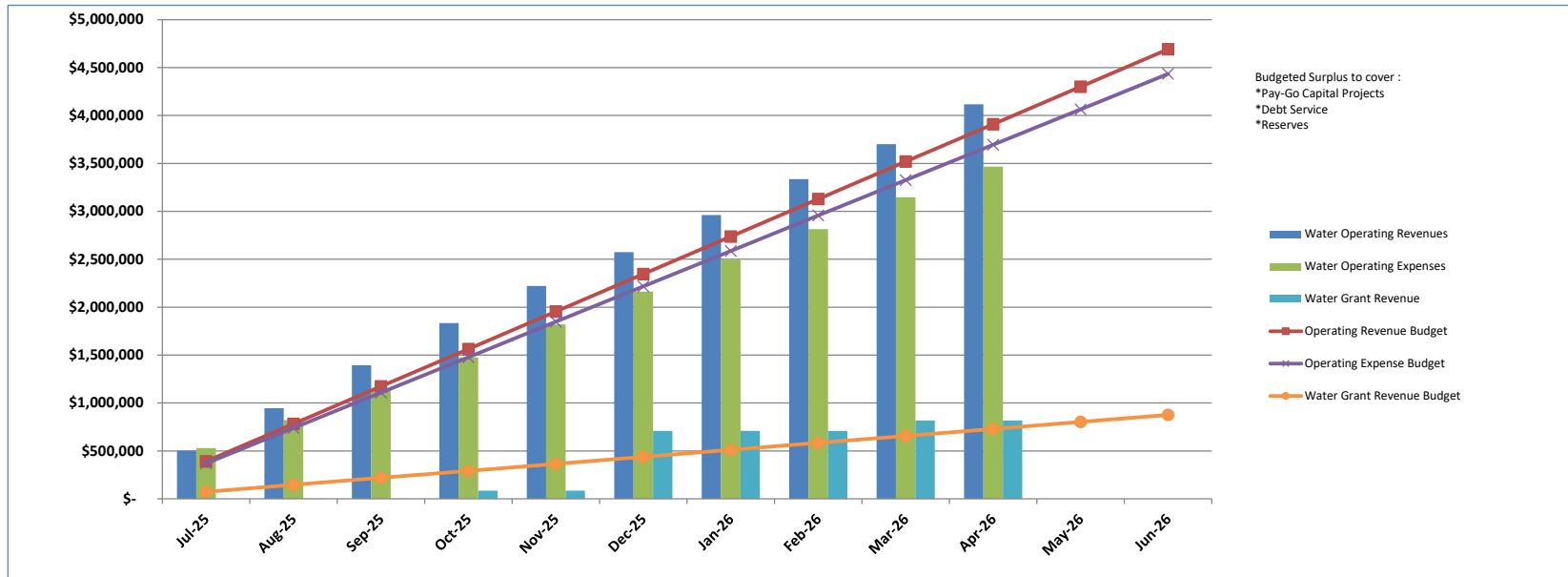
McKinleyville Community Services District
 Activity Summary by Fund, Approved Budget
 April 30, 2026

Department Summaries	July	August	September	October	November	December	January	February	March	April	% of Year 83.33% YTD	Approved YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	% Year Remaining: 16.67%			Notes
															REVISED Total Budget	Remaining Budget	Budget %	
*Parks & Recreation																		
Program Fees	44,212	62,265	112,740	11,858	109,222	56,945	68,165	13,685	45,769	4,125	528,986	553,028	(24,042)	-4.35%	663,634	134,648	20.29%	Budget revised to capture ELP revenues and expenses.
Rents & Facility Related Fees	2,971	8,197	8,975	5,575	6,824	3,233	25,652	7,792	7,458	4,999	81,677	88,750	(7,073)	-7.97%	106,500	24,823	23.31%	
Property Taxes	-	-	-	-	-	456,939	-	-	-	-	456,939	725,000	(268,061)	-36.97%	870,000	413,061	47.48%	Property tax not received in April as expected.
Other Revenues	22,220	12,795	15,912	12,899	13,277	13,867	13,003	13,561	12,115	23,471	153,121	160,869	(7,748)	-4.82%	193,043	39,922	20.68%	Budget spread evenly across 12 months, but actuals vary by schedule
Interest Income	13,635	16,769	16,085	16,357	15,276	18,791	14,673	13,408	14,358	14,476	153,828	145,833	7,995	5.48%	175,000	21,172	12.10%	
Total Revenues	83,038	100,026	153,712	46,689	144,600	549,774	121,493	48,447	79,700	47,071	1,374,551	1,673,480	(298,929)	-17.86%	2,008,177	633,626	31.55%	
Salaries & Benefits	217,225	120,857	109,402	95,697	100,781	104,565	112,300	103,581	112,816	114,403	1,191,626	1,236,383	(44,757)	-3.62%	1,483,660	292,034	19.68%	Budget revised to capture ELP revenues and expenses.
Other Expenditures	54,741	18,967	23,932	19,930	27,262	31,890	22,403	17,711	28,079	12,725	257,638	263,639	(6,001)	-2.28%	316,367	58,729	18.56%	Other Expenses high in July due to Section 115 Contribution
Total Expenditures	271,966	139,824	133,334	115,626	128,043	136,455	134,703	121,292	140,895	127,128	1,449,264	1,500,022	(50,758)	-3.38%	1,800,027	350,763	19.49%	Budget spread evenly across 12 months, but actuals vary by project schedule
Other Financing Sources:																		
Capital Contributions	-	-	-	-	-	-	-	-	-	-	4,090	1,250	2,840	227.19%	1,500	(2,590)	-172.66%	
Grant Revenues	103	147	147	184	2,874	158	92	139	142	104	854,646	1,166,667	(312,021)	-26.74%	1,400,000	545,354	38.95%	
Capital Expenditures	5,951	253,111	6,173	203,107	18,901	209,092	15,415	144,549	109,890	7,011	973,200	1,678,000	(704,800)	-42.00%	2,013,600	1,040,400	51.67%	Budget spread evenly across 12 months, but actuals vary by project schedule
Excess (Deficit)	(194,776)	(292,761)	14,352	(271,860)	9,026	1,043,671	(28,532)	(210,391)	(170,943)	(86,964)	(189,177)	(336,625)	147,448					
*Measure B Assessment																		
Total Revenues	2,098	4,738	4,572	4,773	4,345	419,519	4,477	3,813	3,601	4,087	456,024	611,044	(155,020)	-25.37%	733,253	277,229	37.81%	Assessment revenue not received in April as expected
Salaries & Benefits	12,534	17,136	12,862	38,596	16,871	17,797	22,962	22,556	24,572	18,546	204,433	175,875	28,558	16.24%	211,050	6,617	3.14%	
Other Expenditures	14,253	11,662	13,234	24,588	8,081	10,047	10,821	9,860	9,410	9,286	121,241	80,378	40,863	50.84%	98,454	(24,787)	-25.70%	
Capital Expenditures/Loan Repayment	4,003	-	1,971	53,917	3,983	1,743	12,555	9,735	-	64,936	152,843	226,667	(73,824)	-32.57%	272,000	119,157	43.81%	April Teen Center Payment Made
Total Expenditures	30,790	28,798	28,068	117,101	28,935	29,587	46,339	42,151	33,982	92,767	478,517	482,920	(4,403)	-0.91%	579,504	100,987	17.43%	
Excess (Deficit)	(28,692)	(24,060)	(23,495)	(112,328)	(24,589)	389,932	(41,861)	(38,338)	(30,382)	(88,679)	(22,493)	128,124	(150,617)					
*Street Lights																		
Total Revenues	12,677	12,481	12,501	12,699	12,403	12,473	12,451	13,100	13,191		113,975	122,292	(8,317)	-6.80%	146,750	32,775	22.33%	
Salaries & Benefits	7,492	3,411	3,540	3,789	3,712	5,003	4,559	3,834	4,361		39,703	47,228	(7,525)	-15.93%	56,673	16,970	29.94%	
Other Expenditures	14,941	4,593	5,223	4,626	6,805	6,582	7,558	5,642	4,407		60,377	68,908	(8,531)	-12.38%	82,690	22,313	26.98%	
Capital Expenditures/Loan Repayment	-	-	-	-	-	-	-	1,581	-		1,581	4,167	(2,586)	-62.06%	5,000	3,419	68.38%	
Total Expenditures	22,434	8,004	8,763	8,415	10,517	11,586	12,117	11,057	8,769		101,661	120,303	(18,642)	-15.50%	144,363	42,702	29.58%	
Excess (Deficit)	(9,757)	4,477	3,738	4,284	1,886	887	334	2,043	4,422	-	12,314	1,989	10,325					
Governmental Funds Excess (Deficit)	(233,225)	(312,343)	(5,406)	(379,904)	(13,677)	1,434,490	(70,059)	(246,686)	(196,902)	(175,644)	(199,357)	(206,512)	7,155					

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

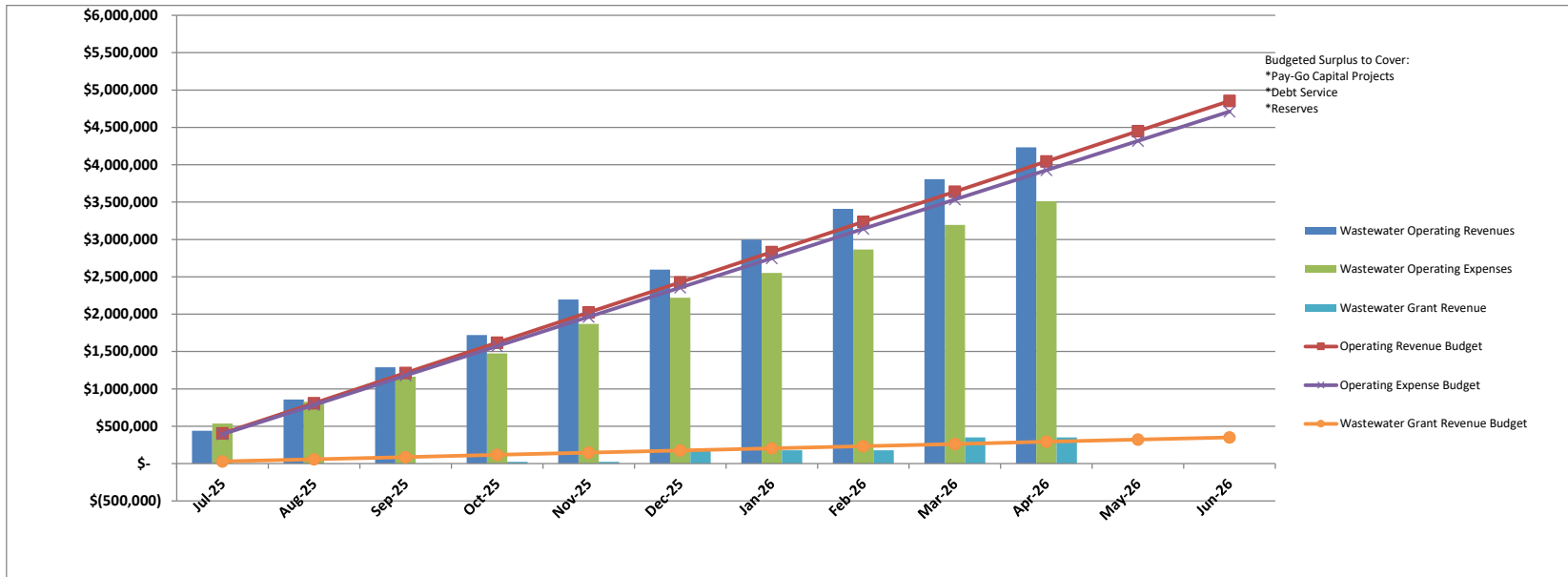
**McKinleyville Community Services District
As of April 30, 2026**

Comparison of Water Fund Operating Revenues & Expenses to Budget



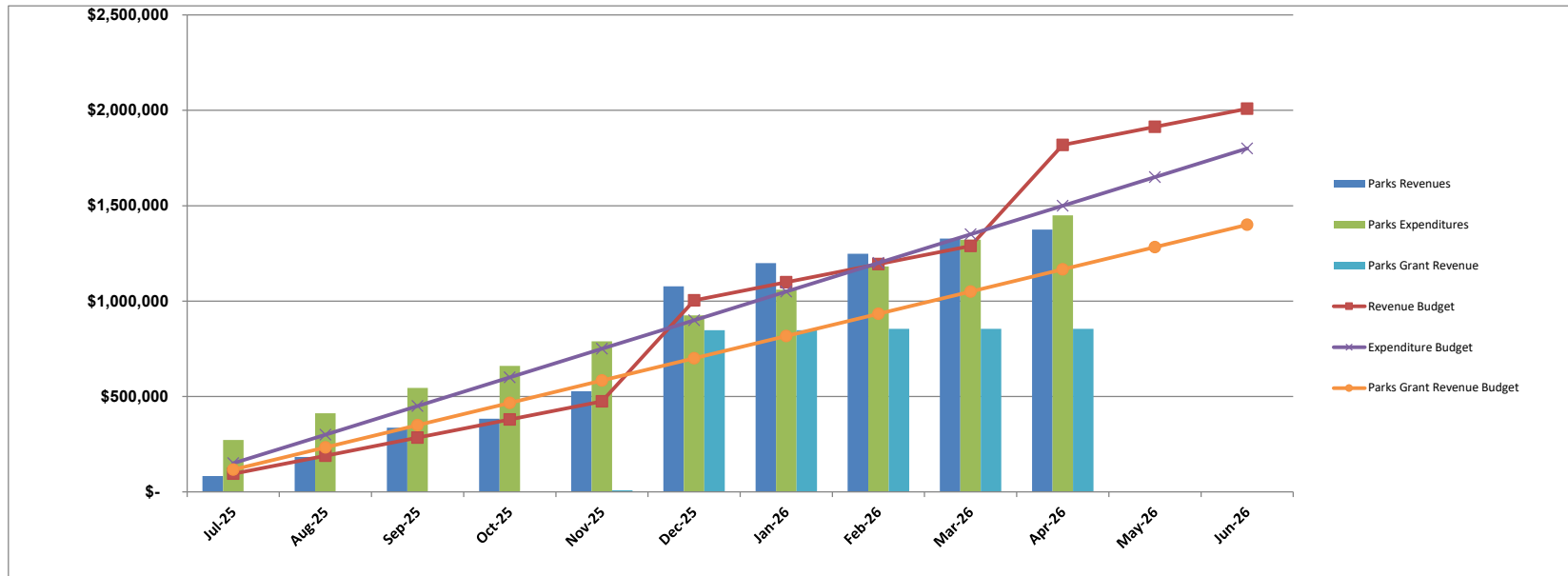
**McKinleyville Community Services District
As of April 30, 2026**

Comparison of Wastewater Fund Operating Revenues & Expenses to Budget



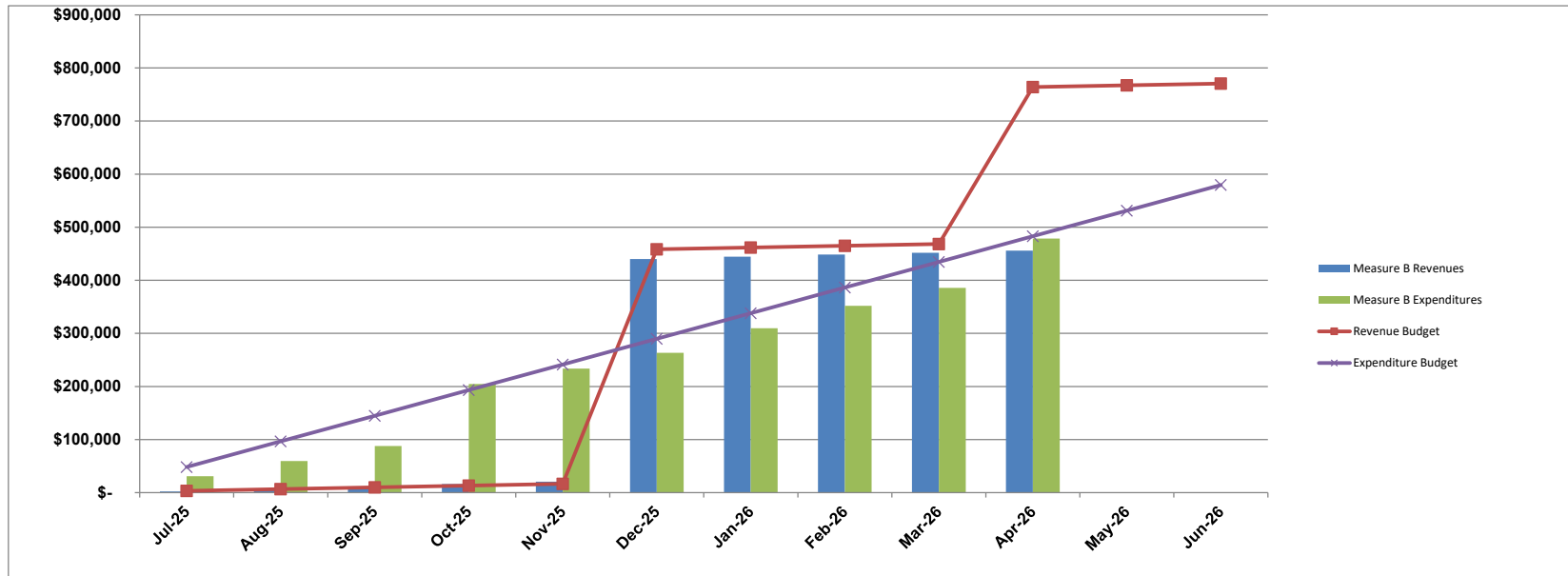
**McKinleyville Community Services District
As of April 30, 2026**

Comparison of Parks & Recreation Total Revenues & Expenditures to Budget



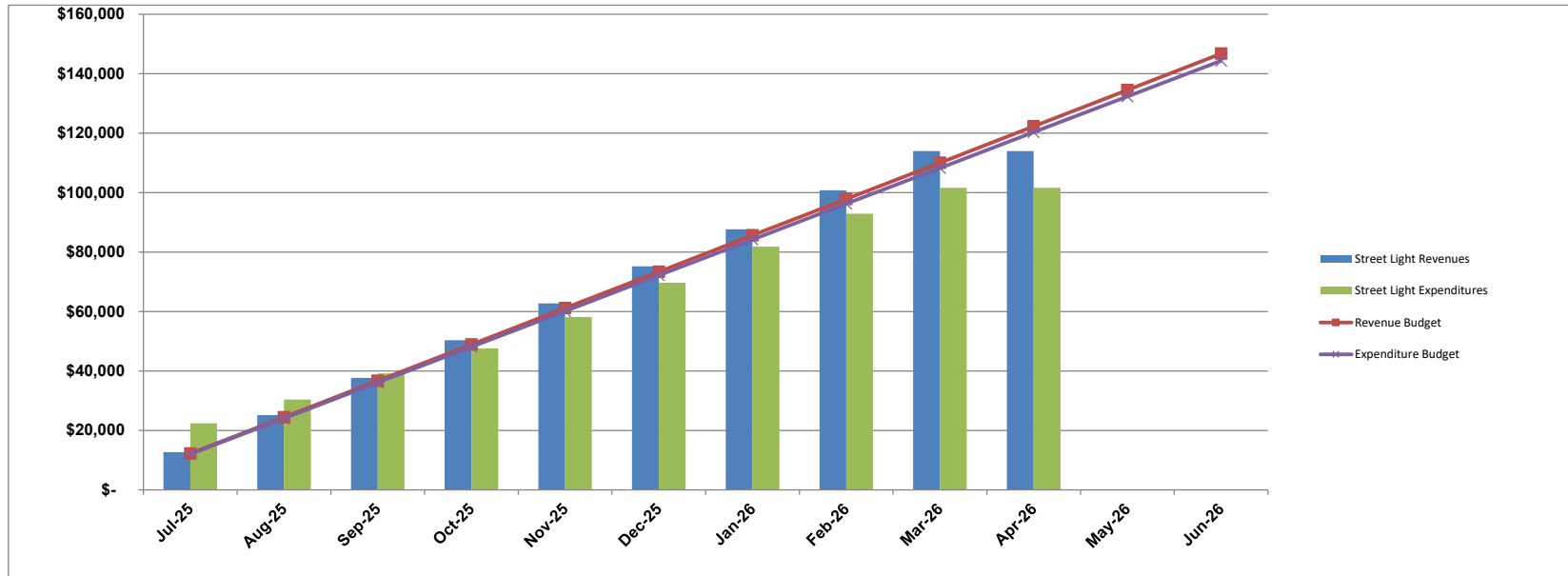
**McKinleyville Community Services District
As of April 30, 2026**

Comparison of Measure B Fund Total Revenues & Expenditures to Budget



**McKinleyville Community Services District
As of April 30, 2026**

Comparison of Street Light Fund Total Revenues & Expenditures to Budget



**McKinleyville Community Services District
Cash Disbursement Detail Report
For the Period April 1st through April 30st, 2026**

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
Accounts Payable Disbursements						
45078	4/2/2026	*0069	MSCD Customer	75.00	C60331	REFUND (PEE WEE BASKETBAL)
45079	4/2/2026	10102	101 NETLINK	80.00	0260401-1	BACKUP INTERNET SERVICES
45080	4/2/2026	AIR01	AIRGAS USA, LLC.	43.33	170110765	REPAIRS/SUPPLY
45081	4/2/2026	AME02	AMERESCO	9,205.50	37886	MICROGRID QUARTERLY MAINTENANCE
45082	4/2/2026	BAD01	BADGER METER, Inc.	3,748.44	80232115	MONTHLY FEE + ANNUAL FEE
45083	4/2/2026	CHA06	CHARLESTON TREE SERVICE	3,040.00	10287	PROFESSIONAL SERVICES
45084	4/2/2026	COA01	COASTAL BUSINESS SYSTEMS	178.50	41635977	LEXMARK XM3250 COPIERS
45085	4/2/2026	CRA01	CRAWFORD & ASSOCIATES, INC	10,560.00	44529	MCCLUSKI TANKS
45086	4/2/2026	FRA01	FRANKLIN'S SERVICE INC.	73.25	185561	PROFESSIONAL SERVICES
				73.25	185570	PROFESSIONAL SERVICES
			<u>Check Total:</u>	<u>146.50</u>		
45087	4/2/2026	GHD01	GHD	2,061.50	0-0088570	FISCHER LIFT STATION UPGRADE
45088	4/2/2026	GRA02	GRAINGER	88.09	838639640	REPAIRS/SUPPLY
				37.30	848623253	REPAIRS/SUPPLY
			<u>Check Total:</u>	<u>125.39</u>		
45089	4/2/2026	HAR13	The Hartford - Priority A	550.80	189258512	GRP. HEALTH INSURANCE
45090	4/2/2026	HUM01	HUMBOLDT BAY MUNICIPAL WATER	112,077.89	C60401	WTR PURCHASED
45091	4/2/2026	IND02	INDUSTRIAL ELECTRIC SERVICES	181.05	IN56223	REPAIRS/SUPPLY
				155.14	IN56240	REPAIRS/SUPPLY
				137.32	IN56257	REPAIRS/SUPPLY
				141.60	IN56262	REPAIRS/SUPPLY
				694.58	IN56293	REPAIRS/SUPPLY
			<u>Check Total:</u>	<u>1,309.69</u>		
45092	4/2/2026	INF02	INFOSEND	3,848.43	307288	MAILING AND POSTAGE
45093	4/2/2026	INF03	INFINITE CONSULTING SERVICES	6,485.00	13841	MONTHLY HOSTING FEE
45094	4/2/2026	KER01	KERNEN CONSTRUCTION	798.82	35958	REPAIRS/SUPPLY
45095	4/2/2026	MER03	MERCER, FRASER COMPANY	254,362.50	C60331	4.5MG TANK MONTHLY PAYMEN
45096	4/2/2026	MER04	MERCER FRASER ESCROW48611	13,387.50	C60331	CIP: 4.5M TANK DESIGN.CON
45097	4/2/2026	MUN02	MUNICIPAL MAINTENANCE	266.10	47447	REPAIRS/SUPPLY
				118.09	47531	REPAIRS/SUPPLY
				327.15	47678	REPAIRS/SUPPLY
			<u>Check Total:</u>	<u>711.34</u>		
45098	4/2/2026	ORE01	O'REILLY AUTOMOTIVE, INC.	19.30	37-314348	REPAIRS/SUPPLY
				37.64	37-315594	REPAIRS/SUPPLY
			<u>Check Total:</u>	<u>56.94</u>		
45099	4/2/2026	PAC03	PACE SUPPLY CORP	6,779.48	211223934	REPAIRS/SUPPLY

45100	4/2/2026	PGE11	PGE STREETLIGHTS	22.36	C60331	GAS & ELECTRIC SEWER PUMP
45101	4/2/2026	PGE12	PGE	126.60	C60331	GAS & ELECTRIC HILLER SPORTS
45102	4/2/2026	PGE13	PGE	19.72	C60331	GAS & ELECTRIC OPEN SPACE
45103	4/2/2026	PPG01	THE PITTSBURGH PAINTS CO.	212.52	920030566	REPAIRS/SUPPLY
45104	4/2/2026	ROJ01	ROJAS COMMUNICATIONS GROUP	1,000.00	202726	GOVERNMENT RELATIONS/LOBBY
45105	4/2/2026	SIX03	SIX RIVERS MECHANICAL	987.25	19978	PROFESSIONAL SERVICES
45106	4/2/2026	STR01	STREAMLINE	555.10	F9E7-0066	SUBSCRIPTIONS
45107	4/2/2026	TER01	TEREX USA LLC	1,013.08	7607980	PROFESSIONAL SERVICES
45108	4/2/2026	THA01	THATCHER COMPANY, INC.	7,848.10	100102930	SO2 CYLINDER
				(1,000.00)	100900137C	CYLINDER CREDIT
				4,860.59	250100848	CHLORINE CYLINDER
				(1,000.00)	250900232C	CYLINDER CREDIT
			<u>Check Total:</u>	<u>10,708.69</u>		
45109	4/2/2026	THO01	THOMAS & ASSOCIATES	2,953.18	35250	REPAIRS/SUPPLY
45110	4/2/2026	THR01	THRIFTY SUPPLY COMPANY	114.12	048293-01	REPAIRS/SUPPLY
				155.84	048505-01	REPAIRS/SUPPLY
				409.04	048576-01	REPAIRS/SUPPLY
			<u>Check Total:</u>	<u>679.00</u>		
45111	4/2/2026	TRIO2	TRINITY DIESEL INC.	991.98	00-104459	PROFESSIONAL SERVICES
45112	4/2/2026	USA01	USA BLUEBOOK	1,983.45	V00982617	PARTS AND SUPPLIES
45113	4/2/2026	VAL01	VALLEY PACIFIC PETROLEUM	1,479.03	26-974288	GAS/OIL/LUBE
45114	4/2/2026	VAL02	VALLEY PACIFIC	4,204.27	26-973703	GAS/OIL/LUBE
45115	4/2/2026	WEI02	MSCD Employee	102.00	C60331	TRAVEL ADV.
45116	4/2/2026	\B021	MCSO Customer	80.00	000C60401	CUSTOMER REFUND
45117	4/2/2026	\C035	MCSO Customer	33.69	000C60401	CUSTOMER REFUND
45118	4/2/2026	\F011	MCSO Customer	33.69	000C60401	CUSTOMER REFUND
45119	4/2/2026	\M027	MCSO Customer	7.64	000C60401	CUSTOMER REFUND
45120	4/2/2026	\P008	MCSO Customer	5.63	000C60401	CUSTOMER REFUND
45121	4/9/2026	70701	707 PEST SOLUTIONS	85.00	97556	795 HILLER RD
				120.00	98764	1656 SUTTER
				175.00	98964	1705 GWIN RD
				150.00	98965	1620 PICKETT RD
			<u>Check Total:</u>	<u>530.00</u>		
45122	4/9/2026	ACW01	CB&T/ACWA-JPIA	17,049.50	708902	GRP. HEALTH INSURANCE
45123	4/9/2026	AMA01	AMAZON CAPITAL SERVICES	1,639.32	RXWCVYYMT	AMAZON PURCHASES
45124	4/9/2026	ATT07	AT&T ACCT 9391081626	186.04	25043299	PHONE LINES
45125	4/9/2026	COL03	COLUMBIA BANK	64,057.85	C60409	LOAN REPAYMENT
45126	4/9/2026	COL04	COLUMBIA BANK COMMERCIAL CC	731.66	0426BD	CREDIT CARD PURCHASES
				3,020.65	0426JH	CREDIT CARD PURCHASES
				1,497.56	0426KM	CREDIT CARD PURCHASES
				696.45	0426LF	CREDIT CARD PURCHASES
				2,110.06	0426PK	CREDIT CARD PURCHASES

				106.50	0426PARKS	CREDIT CARD PURCHASES
			Check Total:	8,162.88		
45127	4/9/2026	COL06	Colantuono, Highsmith & Whatley, PC	162.00	70080	PROFESSIONAL SERVICES
45128	4/9/2026	ESR01	E.S.R.I. INC.	2,550.00	900230019	ARC GIS DESKTOP/MOBILE
45129	4/9/2026	FOL01	FOLSOM JACKSON O'MALLEY	220.00	165395	PROFESSIONAL SERVICES
45130	4/9/2026	GHD01	GHD	744.50	0-0088718	ON-CALL ENGINEERING & ENV
				12,404.64	0-0088760	LETZ AVENUE SEWER FORCE M
				285.63	0-0088779	CWSRF GRANT ASSISTANCE
			Check Total:	13,434.77		
45131	4/9/2026	HEA01	HEALTHEQUITY	17.70	6V6VYPF	MONTHLY FEES (APRIL 2026)
45132	4/9/2026	HUM04	HUMBOLDT COUNTY PLANNING	2,106.40	LI26-0705	SEWER HIGHWAY CROSSINGS R
45133	4/9/2026	HUM08	HUMBOLDT SANITATION	797.80	63X02604	1620 PICKETT RD TRASH SERVICE
				862.80	63X02605	1656 SUTTER TRASH SERVICE
				774.80	63X02606	1705 GWIN RD TRASH SERVICE
				386.35	63X02607	675 HILLER RD TRASH SERVICE
			Check Total:	2,821.75		
45134	4/9/2026	IND01	INDEPENDENT BUS. FORMS	68.98	44620	OFFICE SUPPLIES
45135	4/9/2026	IND02	INDUSTRIAL ELECTRIC SERVICES	37.37	IN56370	REPAIRS/SUPPLY
45136	4/9/2026	INF03	INFINITE CONSULTING SERVICES	3,326.75	13722	PROFESSIONAL SERVICES
				5,838.07	13814	HARDWARE
				1,098.59	13820	HARDWARE
			Check Total:	10,263.41		
45137	4/9/2026	LDA01	LDA PARTNERS	3,076.00	30/635022	ARCHITECTURAL SERVICES
45138	4/9/2026	MCK04	MCK ACE HARDWARE	869.59	C60409	REPAIRS/SUPPLY
45139	4/9/2026	MEN01	MENDES SUPPLY CO.	1,736.80	C60409	REPAIRS/SUPPLY
45140	4/9/2026	MIL01	Miller Farms Nursery	78.82	C60409	REPAIRS/SUPPLY
45141	4/9/2026	MIT01	MITCHELL LAW FIRM	1,681.50	10504	LEGAL SERVICES
				721.50	10505	LEGAL SERVICES
			Check Total:	2,403.00		
45142	4/9/2026	NOR13	NORTHERN CALIFORNIA SAFET	120.00	31080	MOTHLY FEE
45143	4/9/2026	PGE01	PG & E (Office & Field)	20,855.90	C60409	GAS & ELECTRIC
45144	4/9/2026	PIT01	PITNEY BOWES GLOBAL FINAN	48.22	107732792	OFFC EQUIP LEAS
45145	4/9/2026	PRO01	PROFESSIONAL CREDIT SERVI	349.43	76661	REC. BAD DEBTS
45146	4/9/2026	SDR01	SDRMA	3,602.85	79690	PROPERTY/LIABILITY PACKAG
45147	4/9/2026	SOL01	SOLO SPORTS	1,530.00	26-0057	YOUTH SPORTS SHIRTS
45148	4/9/2026	THO02	Thomas Home Center	274.14	C60409	REPAIRS/SUPPLY
45149	4/9/2026	THR01	THRIFTY SUPPLY COMPANY	3,136.39	048456-01	REPAIRS/SUPPLY
				940.82	048702-01	REPAIRS/SUPPLY
			Check Total:	4,077.21		
45150	4/9/2026	VER01	VERIZON WIRELESS	206.03	139144596	PAGING/ALARMS
45151	4/9/2026	WEI02	MCSD EMPLOYEE	65.00	C60409	REIMBURSEMENT
45152	4/10/2026	HOW01	FINANCE DIRECTOR	448.60	C60410	FLEX SPENDING

45153	4/16/2026	*0030	MCSD Customer	100.00	C60416	DEPOSIT REFUND
45154	4/16/2026	*0070	MCSD Customer	48.25	C60416	REFUND
45155	4/16/2026	*0071	MCSD Customer	100.00	C60416	DEPOSIT REFUND
45156	4/16/2026	*0072	MCSD Customer	100.00	C60416	DEPOSIT REFUND
45157	4/16/2026	*0073	MCSD Customer	35.00	C60416	REIMBURSEMENT
45158	4/16/2026	*0074	MCSD Customer	35.00	C60416	REIMBURSEMENT
45159	4/16/2026	*0075	MCSD Customer	35.00	C60416	REIMBURSEMENT
45160	4/16/2026	*0076	MCSD Customer	35.00	C60416	REIMBURSEMENT
45161	4/16/2026	*0077	MCSD Customer	35.00	C60416	REIMBURSEMENT
45162	4/16/2026	BLA01	BOARD SECRETARY	387.00	C60416	TRAVEL ADV
45163	4/16/2026	BLU01	BLUE STAR GAS	163.68	654853	FUEL
45164	4/16/2026	COA01	COASTAL BUSINESS SYSTEMS	1,326.79	41739667	OFFC EQUIP LEAS (SHARP)
45165	4/16/2026	D&H01	D&H WATER SYSTEMS, INC.	458.41	2026-0362	REPAIRS/SUPPLY
45166	4/16/2026	FED01	FedEx Office	140.84	925063963	LAB SHIPPING
45167	4/16/2026	GRA02	GRAINGER	129.89	866215974	REPAIRS/SUPPLY
45168	4/16/2026	HUM08	HUMBOLDT SANITATION	100.00	C60416	DEPOSIT REFUND
45169	4/16/2026	KEN02	KENNEDY/JENKS CONSULTANTS	3,159.50	187014	MCCLUSKI TANK
				4,913.15	187015	4.5MG TANK
			<u>Check Total:</u>	<u>8,072.65</u>		
45170	4/16/2026	LOD01	F. LODUCA CO.	95,428.45	C60416	BMX PARK PAY REQUEST #7
45171	4/16/2026	MAD02	MAD RIVER UNION	260.00	459081	LEGAL AD (MEASURE B NOTICE)
45172	4/16/2026	MCB02	MCSD Employee	82.24	C60416	REIMBURSEMENT (04/16/2026)
45173	4/16/2026	MUD01	MUDDY WATERS COFFEE CO.,Inc	90.00	348275153	COFFEE
45174	4/16/2026	ORE01	O'REILLY AUTOMOTIVE, INC.	415.72	37-315396	REPAIRS/SUPPLY
				98.66	37-315590	REPAIRS/SUPPLY
				12.38	37-317128	REPAIRS/SUPPLY
			<u>Check Total:</u>	<u>526.76</u>		
45175	4/16/2026	SWR02	SWRCB FEES	673.00	W-0339238	ANNUAL PERMIT FEE 1 12C40
45176	4/16/2026	TIM01	TIMES-STANDARD	42.86	1470604	ADS/MARKETING
45177	4/16/2026	WIL09	WILLDAN FINANCIAL SERVICE	1,100.00	010-65653	FY 24/25 DISCLOSURE SERVICE
45178	4/23/2026	ATT04	ATT	865.91	489725112	TELEMETRY
45179	4/23/2026	BEC01	MCSD Employee	18.74	C60423	REIMBURSEMENT
45180	4/23/2026	BIN02	SCOTT BINDER	301.00	C60423	TRAVEL ADV (ACWA)
45181	4/23/2026	COR01	CORBIN WILLITS SYSTEMS	1,218.70	00C604151	SUBSCRIPTIONS
45182	4/23/2026	DEP05	DEPARTMENT OF JUSTICE	228.00	36053	FINGERPRINTING
45183	4/23/2026	3-May	DENNIS MAYO	301.00	C60423	TRAVEL ADV (ACWA)

45184	4/23/2026	MIC02	MICROBAC LABORATORIES	6,110.00	C60423	LAB TESTS
45185	4/23/2026	NOR35	NORTHERN HUMBOLDT	651.81	ES26-128	WEEDING AND MULCHING CENTER
				1,303.62	ES26-129	GROUNDS WORK PIERSON PARK
			Check Total:	1,955.43		
45186	4/23/2026	PAR06	PARCEL QUEST	2,399.00	69-4-2026	SUBSCRIPTION RENEWAL
45187	4/23/2026	PGE10	PGE STREETLIGHTS	5.92	C60423	GAS & ELECTRIC S.L.- ZONE
45188	4/23/2026	PIT01	PITNEY BOWES GLOBAL	483.97	107860793	OFFC EQUIP LEAS
45189	4/30/2026	COA04	COASTAL TREE SERVICE	1,200.00	B2025-185	PROFESSIONAL SERVICES
45190	4/30/2026	CRA01	CRAWFORD & ASSOCIATES	925.26	44672	BMX PARK PROJECT
				7,709.47	44677	MCCLUSKI TANKS
			Check Total:	8,634.73		
45191	4/30/2026	GHD01	GHD	1,129.33	0-0089654	SEWER HIGHWAY CROSSINGS
45192	4/30/2026	GRA02	GRAINGER	164.19	879581131	REPAIRS/SUPPLY
				216.66	888233302	REPAIRS/SUPPLY
			Check Total:	380.85		
45193	4/30/2026	HAR13	The Hartford - Priority A	550.80	184316507	GRP. HEALTH INSURANCE
45194	4/30/2026	KEN02	KENNEDY/JENKS CONSULTANTS	27,189.76	187261R	MAD RIVER WATERMAIN CROSS
45195	4/30/2026	LUB01	LUBE CENTRAL	129.17	28280	PARTS & LABOR (UNIT #8)
				104.17	28288	PARTS & LABOR (UNIT #10)
				136.77	28302	PARTS & LABOR (UNIT #7)
			Check Total:	370.11		
45196	4/30/2026	2-May	DENNIS MAYO	125.00	C60430	DIRECTORS FEES FOR 04/01/26
45197	4/30/2026	MCC01	MCCAMPBELL ANALYTICAL, INC	205.00	2604182	PROFESSIONAL SERVICES
45198	4/30/2026	MCK01	MCKINLEYVILLE CHAMBER	50.00	8033	PONY EXPRESS DAYS VENDOR
45199	4/30/2026	MUD01	MUDDY WATERS COFFEE CO.,INC	45.00	350026390	COFFEE
45200	4/30/2026	ORS03	GREG ORSINI	1,777.34	C60430	REIMBURSEMENT (CSDA LEGISLATIVE)
45201	4/30/2026	PGE04	PG&E	8.06	C60430	GAS & ELECTRIC S.L.- ZONE
45202	4/30/2026	PGE05	PGE	628.68	C60430	GAS & ELECTRIC S.L.- ZONE
45203	4/30/2026	PGE06	PG&E-STREETLIGHTS	28.51	C60430	GAS & ELECTRIC S.L.- ZONE
45204	4/30/2026	PGE07	PG&E STREETLIGHTS	1,806.80	C60430	GAS & ELECTRIC
45205	4/30/2026	PGE08	PGE STREETLIGHTS	27.62	C60430	GAS & ELECTRIC S.L.- ZONE
45206	4/30/2026	PGE09	PGE-STREETLIGHTS	138.42	C60430	GAS & ELECTRIC S.L.- ZONE
45207	4/30/2026	PGE13	PGE	25.43	C60430	GAS & ELECTRIC OPEN SPACE
45208	4/30/2026	PGE14	PG&E	10.16	C60430	GAS & ELECTRIC S.L.- ZONE
45209	4/30/2026	PGE18	PG&E	7.49	C60430	GAS & ELECTRIC S.L.- ZONE
45210	4/30/2026	STA09	S.W.R.C.B.	80.00	C60430	CERTIFICATION FOR OPERATIONS
45211	4/30/2026	TPX01	TPx COMMUNICATIONS	2,249.28	0322949-0	INTERNET SERVICES
45212	4/30/2026	WIL09	WILLDAN FINANCIAL SERVICE	400.00	010-65670	FY 24/25 DISCLOSURE SERVICES
D00116	4/30/2026	BIN01	BINDER, SCOTT	125.00	C60430	DIRECTORS FEES FOR 04/01/26

BITEMAN, JAMES	125.00	C60430	DIRECTORS FEES FOR 04/01/26
COUCH, DAVID	125.00	C60430	DIRECTORS FEES FOR 04/01/26
ORSINI, GREG	125.00	C60430	DIRECTORS FEES FOR 04/01/26
<u>Check Total:</u>	<u>500.00</u>		
Total Disbursements, Accounts payable:	790,842.85		

Payroll Related Disbursements

22233	4/1/2026	EMP02	Employment Dev Department	10,248.10	C60331	SUI
22234-22254	4/8/2026		MCSD Employees	27,770.52		Payroll
22285	4/8/2026	CAL12	CalPERS 457 Plan	8,605.97	C60408	RETIREMENT
				769.77	1C60408	PERS 457 LOAN PMT
				175.10	2C60408	ROTH 457
			<u>Check Total:</u>	<u>9,550.84</u>		
22286	4/8/2026	DIR01	DIRECT DEPOSIT VENDOR- US	58,178.71	C60408	Direct Deposit
22287	4/8/2026	EMP01	Employment Development	2,928.33	C60408	STATE INCOME TAX
				1,576.34	1C60408	SDI
			<u>Check Total:</u>	<u>4,504.67</u>		
22288	4/8/2026	HEA01	HEALTHEQUITY, ATTN: CLIEN	225.00	C60408	HSA
22289	4/8/2026	HUM29	UMPQUA BANK--PAYROLL DEP.	11,233.55	C60408	FEDERAL INCOME TAX
				15,052.74	1C60408	FICA
				3,520.34	2C60408	MEDICARE
			<u>Check Total:</u>	<u>29,806.63</u>		
22290	4/9/2026	ACW01	CB&T/ACWA-JPIA	73,555.00	C60331	MED-DENTAL-EAP INSUR
22291	4/9/2026	PUB01	Public Employees PERS	32,323.49	C60331	PERS PAYROLL REMITTANCE
22292-22347	4/24/2026		MCSD Employees	25,234.90		Payroll
22348	4/22/2026	CAL12	CalPERS 457 Plan	8,154.82	C60422	RETIREMENT
				769.77	1C60422	PERS 457 LOAN PMT
				204.29	2C60422	ROTH 457
			<u>Check Total:</u>	<u>9,128.88</u>		
22349	4/22/2026	DIR01	DIRECT DEPOSIT VENDOR- US	54,989.93	C60422	Direct Deposit
22350	4/22/2026	EMP01	Employment Development	2,677.17	C60422	STATE INCOME TAX
				1,477.40	1C60422	SDI
			<u>Check Total:</u>	<u>4,154.57</u>		
22351	4/22/2026	HEA01	HEALTHEQUITY, ATTN: CLIEN	225.00	C60422	HSA
22352	4/22/2026	HUM29	UMPQUA BANK--PAYROLL DEP.	10,636.54	C60422	FEDERAL INCOME TAX
				14,102.80	1C60422	FICA
				3,298.28	2C60422	MEDICARE
			<u>Check Total:</u>	<u>28,037.62</u>		
22353	4/24/2026		MCSD Employees	167.78		Payroll
Total Disbursements, Payroll:				367,933.86		
TOTAL CHECK DISBURSEMENTS				1,158,776.71		

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Environmental Requirements:

CEQA has already been completed for the overall project.

Exhibits/Attachments:

- Attachment 1 – Legal Description APN 508-031-004
- Attachment 2 – Construction Plan sheets C-103 & C-106

**EXHIBIT "A"
LEGAL DESCRIPTION
APN 508-031-004**

An easement for Sanitary Sewer purposes for the benefit of McKinleyville Community Services District over that real property situated in the unincorporated area of the County of Humboldt, State of California, described as follows:

Being a portion of the Lands of JL Furtado, Inc., as described in Document No. 2001-29407, Humboldt County Records, located in Section 7, T6N, R1E, Humboldt Meridian, more particularly described as follows:

COMMENCING at a found survey monument, being Monument No. 7 at Station 215+00.20 B.C. as shown on the Caltrans Right of Way Map 01-Hum-101-R90.13 and the Record of Survey for MCSD filed in Book 75 of Surveys, Pages 64-69, Humboldt County Records.

THENCE North 09 degrees 38 minutes 22 seconds West 149.96 feet, more or less, to a point on the easterly Right of Way of Highway 101 and the terminus of the North line of an existing Sanitary Sewer Easement as described in 1355 OR 543, said point being the **POINT OF BEGINNING**;

1. **THENCE** along said Right of Way, North 55 degrees 06 minutes 07 seconds West 11.77 feet;
2. **THENCE** leaving said Right of Way, North 66 degrees 44 minutes 19 seconds East 28.37 feet;
3. **THENCE** North 82 degrees 30 minutes 32 seconds East, 36.79 feet, more or less, to a point on the northerly line of an existing 20 foot Sanitary Sewer Easement (1355 OR 543);
4. **THENCE** along said easement line, South 66 degrees 44 minutes 19 seconds West, 57.57 feet, more or less, to the **POINT OF BEGINNING**.

CONTAINING 430 square feet, more or less.

The **BASIS OF BEARINGS** for this description are the California Coordinate System NAD 83 (2011) Zone 1, Epoch 2010.00 based on static GPS ties to NGS PID# AC9254. Convergence angle is 1 degree 21 minutes 18 seconds; to obtain Geodetic (True) bearings rotate the grid bearings shown counterclockwise by mapping angle of 1 degree 23 minutes 11 seconds. Measured distances shown are grid; to obtain ground distances divide the distances shown by the Combined Scale Factor of 0.9998999.

A Plat of this Easement, Exhibit B, is attached hereto and made a part hereof.

END OF DESCRIPTION

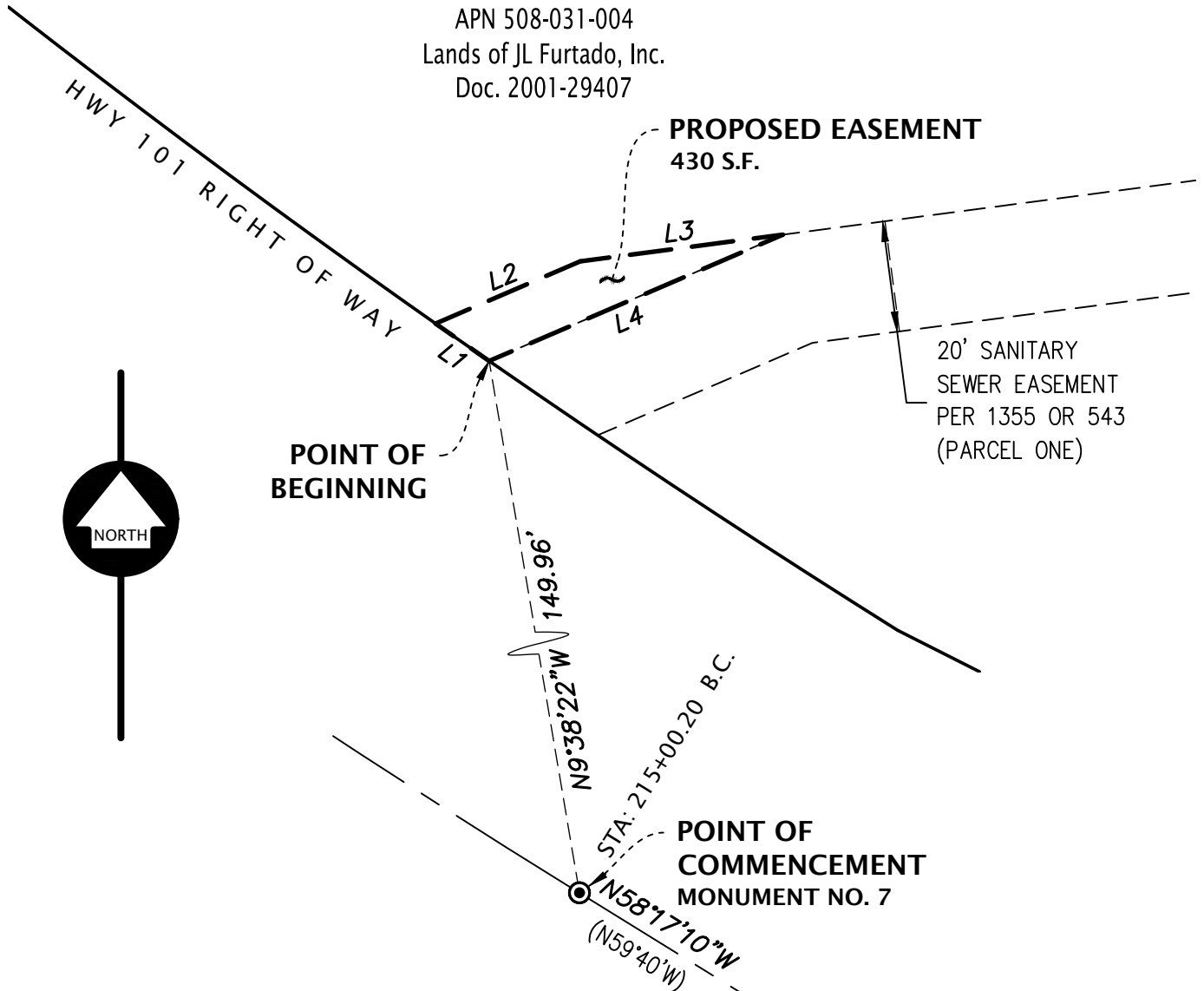
Prepared by:

Jesse N. Buffington, PLS 9339

Description Signed _____

Description Dated _____

APN 508-031-004
 Lands of JL Furtado, Inc.
 Doc. 2001-29407



LEGEND

- ⊙ FOUND RECORD SURVEY MONUMENT
- PROPERTY LINE
- ——— RIGHT OF WAY CENTERLINE
- - - - - EXISTING EASEMENT LINE
- - - - - PROPOSED EASEMENT LINE

EXHIBIT 'B'
SEWER EASEMENT

for

MCS D

Phase 2 Sewer

Highway Crossings Retrofit

SECTION 7, T6N, R1E,
 HUMBOLDT MERIDIAN
 IN THE UNINCORPORATED AREA OF MCKINLEYVILLE
 HUMBOLDT COUNTY, STATE OF CALIFORNIA

Date: May 2026

SCALE: 1" = 30'

SHEET 1 OF 1

LINE TABLE		
Line #	Bearing	Distance
L1	N55°06'07"W	11.77'
L2	N66°44'19"E	28.37'
L3	N82°30'32"E	36.79'
L4	S66°44'19"W	57.57'

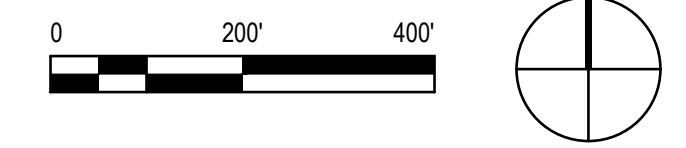
POINTS WEST SURVEYING Co.
 5201 Carlson Park Dr., Suite 3 - Arcata, CA 95521
 707·840·9510 · Phone 707·840·9542 · Fax

1. CONTRACTOR TO PROTECT EXISTING SEWER MAINS AND MANHOLES. WHERE THE ACCESS ROAD CROSSES EXISTING SEWER MAINS, CONTRACTOR TO PLATE ALL SEWER MAIN CROSSINGS IN UNPAVED AREAS.
2. CONTRACTOR TO PROTECT EXISTING BIKE PATH AND ALLOW FOR CONTINUED PUBLIC USAGE OF PATH BY INSTALLATION OF NECESSARY BARRICADES, ETC. TO ALLOW FOR SAFE PUBLIC USE.
3. DAMAGE TO EXISTING BIKE PATH DUE TO CONTRACTOR OPERATIONS SHALL BE REPLACED TO FULL WIDTH OF PATH UNLESS NOTED OTHERWISE.
4. SEE TRAFFIC CONTROL NOTES, SHEET G-003.
5. CONTRACTOR TO NOTIFY PROPERTY OWNERS 72 HRS PRIOR TO START OF WORK AND COORDINATE LIVESTOCK ACCESS WITH PROPERTY OWNERS WHERE NOTED ON PLAN.
6. CULTURAL MONITOR REQUIRED TO BE PRESENT FOR ALL EXCAVATION AT SOUTH CROSSING.

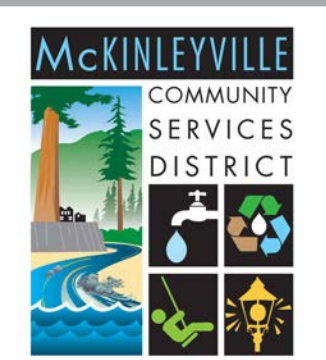
LEGEND



STAGING AND ACCESS PLAN - SOUTH CROSSING



0 ISSUE FOR BID			
No.	Issue	LH	PS
		Checked	Approved
			Date
Author	E. STOCKWELL	Drafting Check	L. HALONEN
Designer	R. RIOS	Design Check	P. SULLIVAN
		Project Manager	P. SULLIVAN
		Project Director	S. ALLEN



Bar is one inch on original size sheet
0 1"



GHD
GHD Inc.
718 Third Street
Eureka California 95501 USA
T 1 707 443 8326



Client **MCKINLEYVILLE COMMUNITY SERVICES DISTRICT**
Project **HIGHWAY SEWER CROSSING RETROFIT**
Project No. **12669030**
Date **3/9/2026**
Scale **AS SHOWN**

Title **STAGING AND ACCESS PLAN - SOUTH CROSSING**
Sheet No. **C-103**
Sheet **7 of 22**

SHEET GENERAL NOTES D.4 Attachment 2.2

1. LOCATION OF EXISTING UTILITIES AND STRUCTURES ARE FROM INFORMATION AVAILABLE AT THE TIME OF DESIGN. EXACT LOCATION AND COMPLETENESS ARE NOT GUARANTEED. CONTRACTOR SHALL NOTIFY THE OWNER AND UNDERGROUND SERVICES ALERT (800) 227-2600 A MINIMUM OF 72 HOURS PRIOR TO ANY EXCAVATION AND SHALL POT HOLE FOR EXACT LOCATION. CONTRACTOR IS RESPONSIBLE FOR LOCATING EXISTING UTILITIES.
2. PROVIDE ALL TRANSITION COUPLINGS AS NECESSARY.
3. SEE TUNNELING NOTES ON SHEET G-003.

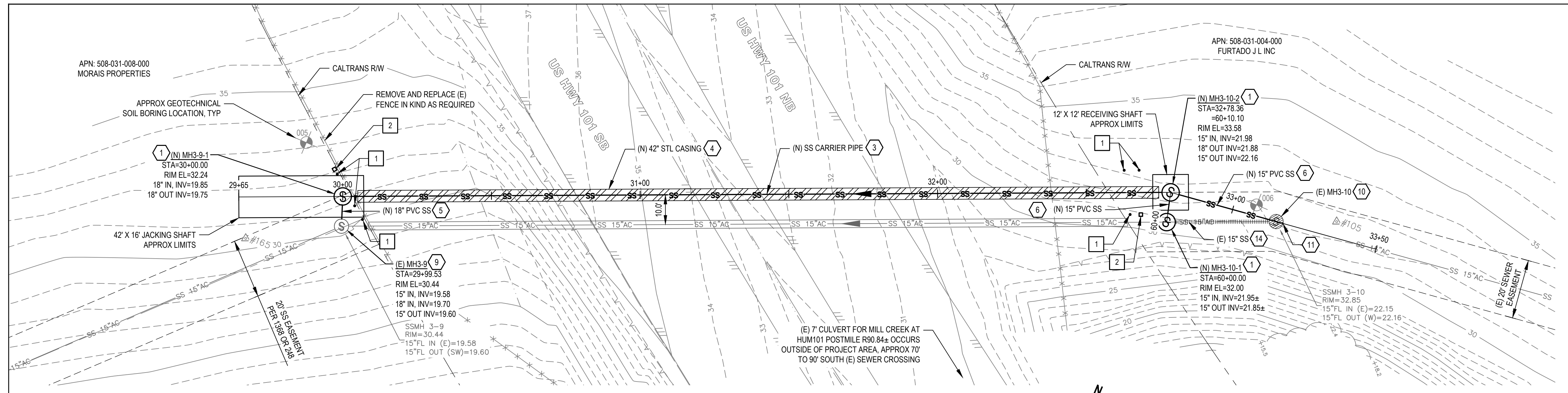
SHEET KEYNOTES (C-104 TO C-106)

1. (N) 60" SSMH PER MCSD STANDARD DETAIL S-3, SHEET C-501.
2. (N) 72" SSMH SIMILAR TO MCSD STANDARD DETAIL S-3, SHEET C-501.
3. (N) FPVC OR HDPE SS CARRIER PIPE SIZE PER CARRIER PIPE TABLE BELOW, INSIDE 42" STL CASING PER DETAIL 1, SHEET C-503.
4. (N) 42" STL CASING INSTALLED VIA HORIZONTAL AUGER BORING PER DETAIL 1, SHEET C-503. INSTALL SMP ARRAY PER DETAIL 1, SHEET C-504.
5. (N) 18" PVC SDR35 SS. TRENCH PER DETAIL 1, SHEET C-501.
6. (N) 15" PVC SDR35 SS. TRENCH PER DETAIL 1, SHEET C-501.
7. (N) 12" PVC SDR35 SS. TRENCH PER DETAIL 1, SHEET C-501.
8. (N) 10" PVC SDR35 SS. TRENCH PER DETAIL 1, SHEET C-501.
9. RECHANNEL EXISTING MANHOLE PER MCSD STANDARD DETAILS S-3 AND S-6, SHEET C-501 AND SPECIFICATIONS. COAT INTERIOR PER SPECIFICATIONS.
10. DEMOLISH (E) PIPE OR MANHOLE PER PLAN. SEE HAZARDOUS MATERIAL NOTES ON G-003.
11. CONNECT TO (E) PIPE WITH ECCENTRIC COUPLER. MATCH (N) AND (E) INVERTS.
12. CONNECT TO (E) WET WELL PER DETAIL 1, SHEET C-502.
13. COAT INTERIOR OF (E) MANHOLE PER SPECIFICATIONS.
14. PLUG AND ABANDON (E) SS PIPE PER DETAIL 3, SHEET C-501.
15. INSTALL INSIDE DROP PER MCSD STANDARD DETAIL S-4, SHEET C-501.

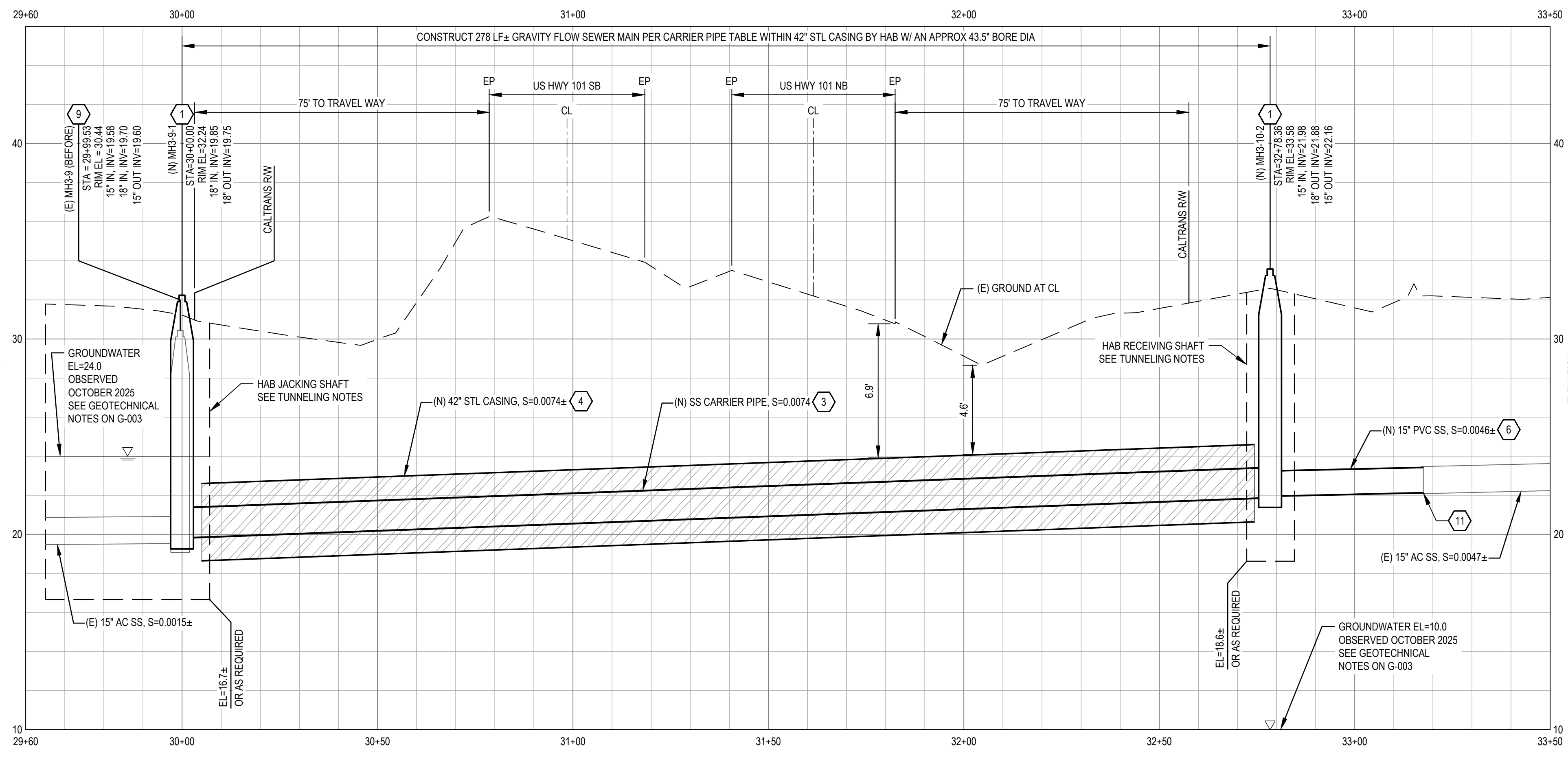
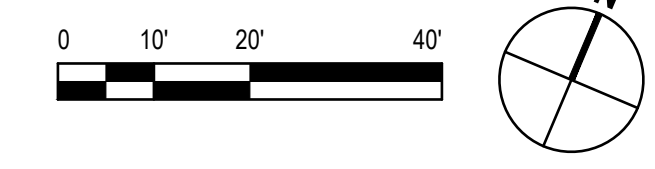
- CATHODIC PROTECTION KEYNOTES**
1. ANODE INSTALLATION (TOTAL 3 EACH TEST STATION) PER DETAIL 1, SHEET C-506. FIELD LOCATE WITH OWNER.
 2. CASING ANODE TEST STATION PER DETAIL 3, SHEET C-506. FIELD LOCATE WITH OWNER.

SOUTH CROSSING CARRIER PIPE TABLE

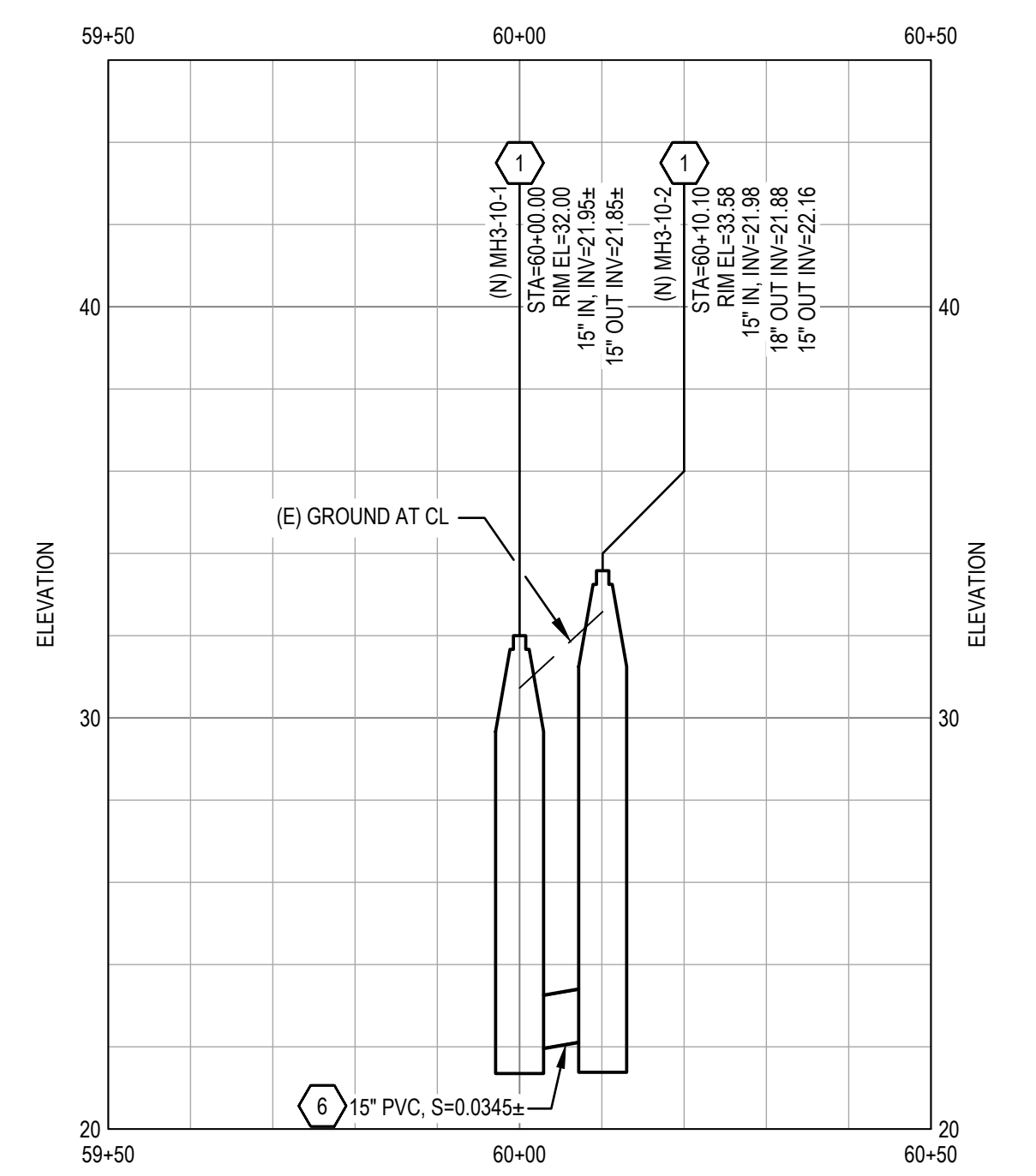
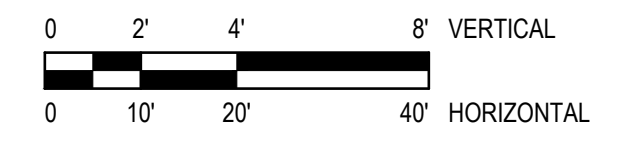
NOMINAL SIZE (IN)	DR/PIPE STIFFNESS	O.D. SERIES	MATERIAL	O.D. (IN)	AVG. I.D. (IN)
18	DR 21	DIPS	FPVC	19.50	17.53
18	DR 17	DIPS	HDPE	19.50	17.07



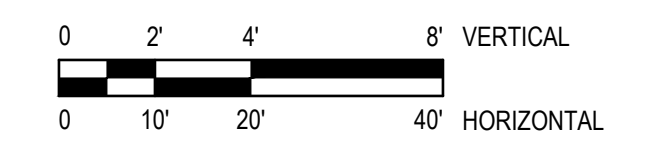
SOUTH CROSSING - PLAN



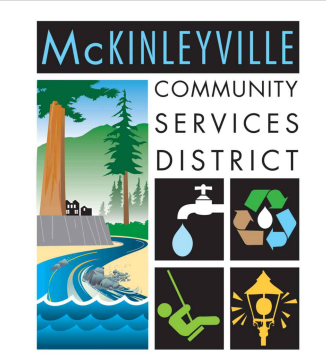
SOUTH CROSSING - PROFILE



SOUTH CROSSING OVERFLOW - PROFILE



0 ISSUE FOR BID				LH	PS	3/9/2026
No.	Issue	Checked	Approved	Date		
Author	E. STOCKWELL	Drafting Check	L. HALONEN	Project Manager	P. SULLIVAN	
Designer	C. CAMP	Design Check	P. SULLIVAN	Project Director	S. ALLEN	



Bar is one inch on original size sheet
0 1"



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Client		MCKINLEYVILLE COMMUNITY SERVICES DISTRICT	
Project		HIGHWAY SEWER CROSSING RETROFIT	
Project No.	Date	Scale	
12669030	3/9/2026	AS SHOWN	

Title		PLAN AND PROFILE - SOUTH CROSSING	
Sheet No.	Sheet		
C-106	10 of 22		

McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: D.5 **Consider Approval of Memorandum of Understanding (MOU) Between McKinleyville Community Services District (MCSD) and the McKinleyville Chamber of Commerce (Chamber) for Beautification and Decoration within the County Right of Way Along Central Avenue in McKinleyville, CA**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review information provided and authorize Board President to execute the MOU between MCSD and the Chamber for continued beautification and decoration within the County Right of Way along Central Avenue in McKinleyville, CA, with any recommended modifications, **Attachment 1**.

Discussion:

In February 2023 the MCSD Board of Directors approved the renewal of the MOU for a term of 3 years between MCSD and the McKinleyville Chamber of Commerce for the beautification and decoration within the County Right of Way along Central Ave. that was originally established in 2017. Since then the Chamber has annually installed and maintained flower baskets on light poles.

The Chamber has requested that the MOU renewal be for a term of 5 years, giving the long standing success of this program.

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 MOU Between MCSD and the McKinleyville Chamber

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**MEMORANDUM OF UNDERSTANDING BETWEEN
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT and
THE MCKINLEYVILLE CHAMBER OF COMMERCE**

FOR BEAUTIFICATION AND DECORATION WITHIN THE COUNTY RIGHT OF WAY ALONG
CENTRAL AVENUE IN MCKINLEYVILLE, CA

This Memorandum of Understanding (MOU) is entered into effective June 3, 2026, by and between the McKinleyville Community Services District, herein referred to as (MCSD), the McKinleyville Chamber of Commerce herein referred to as (CHAMBER).

The term of this agreement shall commence on the above date and shall terminate on February 28, 2031.

Purpose and Background:

The purpose of this MOU is to establish MCSD and CHAMBER respective roles, duties and responsibilities that each party hereby agrees to perform and undertake with respect to beautification and decoration within the Central Avenue Open Space Maintenance Zone (OSMZ), located along Central Avenue, a County right of way.

This cooperation serves the mutual interest of both parties and the public.

The Central Ave. OSMZ extends north along Central Ave., a County right of way, from the intersection of Central Ave. and Anna Sparks Way to the intersection of Central Ave. and 110 feet north of Bates Ave. Located within the Central Ave. OSMZ are 77 parcels that front Central Ave. The CHAMBER wishes to hang flower baskets on a select number of poles within the Central Ave. OSMZ.

MCSD and CHAMBER hereby wish to establish a cooperative relationship under the terms and conditions set forth below.

Nothing in this MOU shall alter, amend, or otherwise affect the rights and responsibility of those property owners owning property that fronts Central Ave. within the Central Ave. OSMZ. Those property owners remain responsible for maintaining the condition of the sidewalk along the linear footage of their respective properties.

Respective Roles, Duties and Responsibilities of MCSD and CHAMBER:

Section A: As to CHAMBER:

1. CHAMBER agrees to assume responsibility for all labor, equipment and materials required for the hanging of flower baskets on light poles within the Central Ave. OSMZ.
2. CHAMBER agrees to assume responsibility for all maintenance related to the flower baskets.

3. CHAMBER agrees to provide proof of Worker's Compensation coverage for all labor performed on behalf of CHAMBER within the Central Ave. OSMZ.
4. CHAMBER agrees to not allow the hanging, removal, maintenance or any other activity related to the flower baskets, to interfere with the open space maintenance responsibilities of MCSD.
5. CHAMBER agrees to coordinate with MCSD in the scheduling of the installation and removal of flower baskets to ensure said activities do not interfere with MCSD's scheduled maintenance of the Central Ave. OSMZ.
 - a. Scheduling of the annual installation and removal of flower baskets will be as follows:
 - i. Baskets will be hung within the last two weeks of May, prior to Pony Express Days celebrations and removed by the end of October each year.
6. CHAMBER agrees to obtain and maintain throughout the term of this agreement, comprehensive general public liability insurance issued by and insurance carrier acceptable to MCSD naming the CHAMBER as insured and MCSD as additionally insured against any injuries or damages to persons or property caused by or arising out of the CHAMBER'S occupation and/or activities within the Central Ave. OSMZ under this agreement in amounts of not less than \$1,000,000 for any individual claimant and \$2,000,000 per occurrence.

Section B: As to MCSD:

1. MCSD agrees to grant CHAMBER access to requested areas within the Central Ave. OSMZ for the purposes of hanging flower baskets on light poles and the maintenance and/or removal of said amenities.
2. MCSD agrees to coordinate maintenance scheduling of the Central OSMZ in order to facilitate the CHAMBER'S access to areas as requested by the CHAMBER.

Section C: CHAMBER, MCSD Further Agree and Acknowledge that:

1. MCSD and CHAMBER agree to mutually hold harmless, indemnify and defend the other party from and against any and all claims for personal injuries or property damages which arise out of the indemnifying party's performance of the terms of this agreement.
2. This MOU and the rights, duties, and responsibilities set forth herein are contingent upon the CHAMBER successfully acquiring any necessary permits.
3. This MOU and the rights, duties, and responsibilities set forth herein are contingent and conditioned upon the continued approval of the affected property owners within the Central Ave. OSMZ.

4. This MOU shall remain effective and renew annually unless and until the Central Ave. OSMZ is dissolved. MCSD acknowledge that MCSD will seek reauthorization to continue the Central Ave. OSMZ every five (5) years from the affected property owners.
5. The General Manager of MCSD, the Executive Director of the CHAMBER agree to review the status of this MOU every year, within four (4) months of the renewal date.
6. This MOU may be revised or modified only with the written consent of both parties.

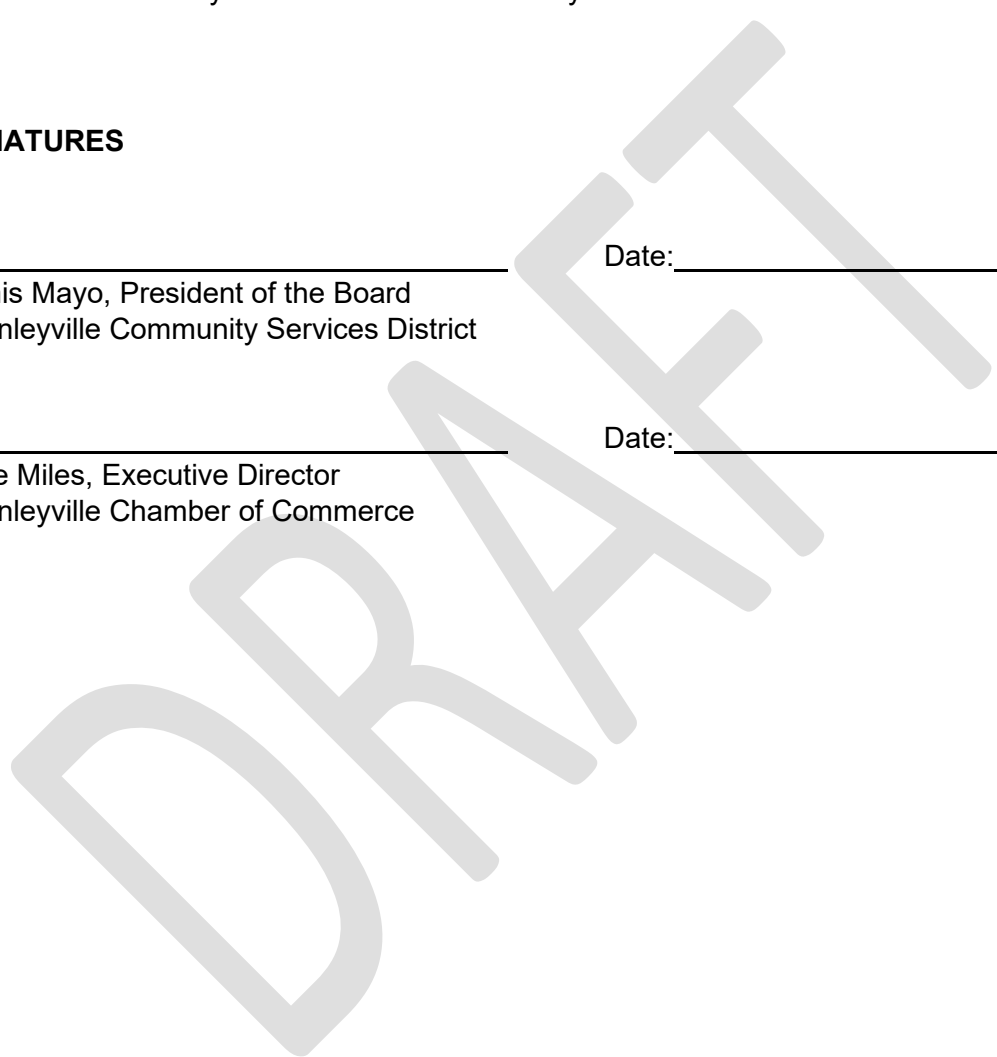
SIGNATURES

By: _____
Dennis Mayo, President of the Board
McKinleyville Community Services District

Date: _____

By: _____
Jesse Miles, Executive Director
McKinleyville Chamber of Commerce

Date: _____



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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: D.6 **Consider Humboldt Local Agency Formation Commission (LAFCo) Official Ballot Selection**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review information provided, take public comment, and authorize the Board President to cast the District's vote for MCSD Vice President David Couch to fill the upcoming LAFCo term beginning July 1, 2026 and ending June 30, 2030

Discussion:

The term of one of the special district regular members and one special district alternate member on LAFCo expire on June 30, 2026. The process of electing a regular member for the next term, which will begin July 1, 2026 and end June 30, 2030, is detailed in **Attachment 1**.

There are two candidates for regular member, one of which is MCSD Vice President David Couch. The candidate with the highest number of votes will serve as the regular special district member and the candidate receiving the second-highest number of votes will serve as alternate special district member. Each Special District may cast a vote for one of the candidates for regular special district member.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Humboldt LAFCo Letter and Ballot Dated May 8, 2026

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RECEIVED

MAY 12 2026

McK. C.S.D.

Date: May 8, 2026
 To: Board of Directors of Independent Special Districts
 From: Colette Santsche, Executive Officer
Subject: OFFICIAL BALLOT – Independent Special District Election

The term of office for one (1) regular and one (1) alternate special district member on LAFCo expires on June 30, 2026. All terms are four years and end on June 30. There are no term limits.

Current Special District Terms

Designation	Current Member	Term of Office (ends on June 30)
Regular Member	Heidi Benzonelli, Humboldt Community Services District	2024 - 2028
Regular Member	Troy Nicolini, Peninsula Community Services District	2022 - 2026
Alternate Member	David Couch, McKinleyville Community Services District	2022 - 2026

The basic process for selecting special district members to LAFCo is set forth in Government Code Section 56332, which provides for a meeting to be convened among representatives from each of the 48 independent special districts in Humboldt County, unless the Executive Officer determines that a meeting is not feasible. Based on Government Code Section 56332, it has been determined that a meeting of this "Independent Special District Selection Committee" for the purpose of selecting special district members is not feasible due to the likelihood that a quorum would not be achieved. As such, both the nominating process and the election itself will be conducted by mail on behalf of the Independent Special District Selection Committee by the LAFCo Executive Officer.

Previously, a request for nominations was sent on March 11, 2026, which provided the opportunity for the presiding officer of each independent special district to nominate candidates to fill the special district member vacancies. The nomination period ended on May 1, 2026.

Two nominations were received, both for the regular special district member seat. Enclosed is an official ballot for the regular special district member seat. **The candidate receiving the highest number of votes will serve as the regular special district member, and the candidate receiving the second-highest number of votes will serve as the alternate special district member.** Terms begin on July 1, 2026 and expire June 30, 2030.

Please mark selection directly onto the ballot, voting for no more than one (1) candidate. Formal board action to vote for a candidate is not required under Government Code Section 56332(f); however, districts may choose to confirm selections through action of their governing board. **Ballots must be returned to LAFCo, 670 9th Street, Suite 202, Arcata, CA 95521 or emailed to amber@humboldtlafo.org on or before 5:00 p.m. on June 26, 2026.**

Your district is encouraged to participate in this election process. For an election to be valid, at least a quorum of the special districts must submit valid ballots. There are 49 independent special districts, therefore a majority vote constitutes 25. Any nomination and ballot received by the Executive Officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the Executive Officer shall extend the date to submit ballots by 60 days and notify all districts of the extension.

Please contact LAFCo staff at amber@humboldtlafo.org (preferred) or call (707) 445-7508 with any questions.

Election Schedule

LAFCo call for nominations letter emailed & mailed	Wednesday, March 11, 2026
Nominations due to LAFCo	By 5:00 p.m., Friday, May 1, 2026
Ballots mailed from LAFCo via certified mail	No later than Friday, May 8, 2026
Election Day – Ballots due to LAFCo	By 5:00 p.m., Friday, June 26, 2026
Election results mailed from LAFCo	No later than Friday, July 3, 2026

Independent Special Districts

Big Lagoon Community Services District
 Briceland Community Services District
 Carlotta Community Services District
 Fieldbrook-Glendale Community Services District
 Humboldt Community Services District
 Loleta Community Services District
 Manila Community Services District
 McKinleyville Community Services District
 Miranda Community Services District
 Orick Community Services District
 Orleans Community Services District
 Palmer Creek Community Services District
 Patrick Creek Community Services District
 Peninsula Community Services District
 Phillipsville Community Services District
 Redway Community Services District
 Riverside Community Services District
 Scotia Community Services District
 Weott Community Services District
 Westhaven Community Services District
 Willow Creek Community Services District

Alderpoint County Water District
 Hydesville County Water District
 Jacoby Creek County Water District
 Humboldt Bay Municipal Water District
 Garberville Sanitary District
 Resort Improvement District No. 1

Arcata Fire Protection District
 Blue Lake Fire Protection District
 Briceland Fire Protection District
 Bridgeville Fire Protection District
 Ferndale Fire Protection District
 Fruitland Ridge Fire Protection District
 Garberville Fire Protection District
 Humboldt No. 1 Fire Protection District
 Kneeland Fire Protection District
 Myers Flat Fire Protection District
 Petrolia Fire Protection District
 Redway Fire Protection District
 Rio Dell Fire Protection District
 Salmon Creek Fire Protection District
 Telegraph Ridge Fire Protection District
 Willow Creek Fire Protection District

Humboldt Bay Harbor, Recreation and
 Conservation District
 Humboldt County Resource Conservation
 District
 North Humboldt Recreation and Park District
 Southern Humboldt Community Healthcare
 District
 Fortuna Cemetery District
 Petrolia Cemetery District



OFFICIAL BALLOT
INDEPENDENT SPECIAL DISTRICT ELECTION
REGULAR MEMBER

Mark selection directly onto the ballot, voting for no more than one (1) candidate. Formal board action to vote for a candidate is not required under Government Code Section 56332(f); however, districts may choose to confirm selections through action of their governing board.

The candidate with the highest number of votes will serve as the regular special district member and the candidate receiving the second-highest number of votes will serve as alternate special district member. Ballots must be returned to the LAFCo office at 670 9th Street, Suite 202, Arcata, CA 95521 or emailed to amber@humboldtlafoo.org on or before 5:00 p.m. on June 26, 2026.

Please vote for one of the following candidates for **REGULAR** special district member:

- MEGHAN RYAN**
District Affiliation: Manila Community Services District

- DAVID COUCH**
District Affiliation: McKinleyville Community Services District

VOTING DISTRICT AUTHORIZATION

Name of Voting District: _____

District Address: _____

District Phone Number: _____

Printed Name of Presiding Officer: _____

Signature of Presiding Officer: _____

(Signature Required)

¹ All ballots must be signed by the district's presiding officer or the presiding officer's alternate as designated by the governing body. If an alternate has been designated by the governing body pursuant to Government Code Section 56332(f), documentation of the designation (e.g., meeting minutes or minute order) may be included.

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: E.1 **Consider and Adopt Resolution 2026-19 Recognizing, Honoring and Commending Seth Meynell for Fifteen (15) Years of Service**

PRESENTED BY: **Seth Meynell, Human Resources Director**

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board of Directors participate in the presentation, air questions, take public comment and adopt Resolution 2026-19 honoring Seth Meynell for fifteen (15) years of service at the McKinleyville Community Services District.

Discussion:

Attached for the Board of Directors' review is Resolution 2026-19 recognizing, honoring, and commending Seth Meynell for fifteen (15) years of service. Please join us in presenting Seth with a Resolution and longevity award acknowledging his continuing outstanding contributions to the McKinleyville Community Services District.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2025-19

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RESOLUTION 2026-19

A RESOLUTION RECOGNIZING, HONORING, AND COMMENDING SETH MEYNELL FOR SERVING MCKINLEYVILLE COMMUNITY SERVICES DISTRICT FOR FIFTEEN (15) CONTINUOUS YEARS

WHEREAS, Seth Meynell, having faithfully served fifteen (15) years as an employee of the McKinleyville Community Services District (MCSD) from 2011 to 2026; and

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

WHEREAS, Seth lends his talents, experience, and leadership to the development and service of the District having served in a variety of positions, such as Meter Reader, well sampling and Treatment Plant Operator; and

WHEREAS, Seth has assisted in new service installations, leak repairs, paving, station maintenance and construction projects; and

WHEREAS, Seth has assisted in several programs such as the annual Fire Hydrant Inspection and Exercise, Valve Inspection and Exercise and Manhole Inspections; and

WHEREAS, Seth has been voted “Employee of the Year” by his peers twice during his fifteen (15) years of service mainly due to his hard work, positive attitude and demeanor; natural leadership, and melodious voice that makes even safety briefings seem interesting; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of McKinleyville Community Services District hereby confers upon Seth Meynell its highest commendation for the dedicated service he has performed for the District and the community and, further marks his historic accomplishment as a McKinleyville Community Services District’s employee for fifteen (15) years.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on the 3rd day of June 2026 by the following polled vote:

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

Dennis Mayo, Board President

Attest:

Joey Blaine, CMC, Board Secretary

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approving in their approval of Resolution 2026-21, can be located at the hyperlinks provided within the attachment section of this staff note.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

- The Water COPs will provide a project fund of \$4,588,000, which will have an estimated total debt service of \$8,955,729 over a finance period of 30 years.
- The Wastewater COPs will provide a project fund of \$3,939,000, which will have an estimated total debt service of \$7,724,321 over a financing period of 30 years.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Resolution 2026-21
- Attachment 2 – Installment Purchase Contracts
 - Water:
<https://www.mckinleyvillecsd.ca.gov/files/1ff65c33f/E.2.2.A+%28Attachment+2a%29+Installment+Purchase+Contract+-+McKinleyville+CSD+2026+Series+A+Water+COPs.pdf>
 - Wastewater:
<https://www.mckinleyvillecsd.ca.gov/files/bf50fc1d9/E.2.2.B+%28Attachment+2b%29+Installment+Purchase+Contract+-+McKinleyville+CSD+2026+Series+B+Wastewater+COPs.pdf>
- Attachment 3 – Trust Agreements
 - Water:
<https://www.mckinleyvillecsd.ca.gov/files/c7ff096d4/E.2.3.A+%28Attachment+3a%29+Trust+Agreement+-+McKinleyville+CSD+2026A+Water+COPs.pdf>
 - Wastewater:
<https://www.mckinleyvillecsd.ca.gov/files/a181fcbf8/E.2.3.B+%28Attachment+3b%29+Trust+Agreement+-+McKinleyville+CSD+2026B+Wastewater+COPs.pdf>
- Attachment 4 – Certificate Purchase Agreements
 - Water:
https://www.mckinleyvillecsd.ca.gov/files/707c9171b/E.2.4.A+%28Attachment+4a%29+Certificate+Purchase+Agreement+McKinleyville+CSD+Series+2026A+%28Water%29%2C+4908-1978-7169_2.pdf
 - Wastewater:
<https://www.mckinleyvillecsd.ca.gov/files/cca5b8cbd/E.2.4.B+%28Attachment+4b%29+Certificate+Purchase+Agreement+McKinleyville>

[+CSD+Series+2026B+%28Wastewater%29%2C+4907-1322-5377_2.pdf](#)

- Attachment 5 – Preliminary Official Statement including the Form of Continuing Disclosure Certificate in Appendix D
 - Hyperlink:
<https://www.mckinleyvillecsd.ca.gov/files/1b5496195/E.2.5+%28Attachment+5%29+Official+Statement+-+Continuing+Disclosure+Agreement+-+Combined.pdf>

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RESOLUTION NO. 2026-21

RESOLUTION OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT APPROVING INSTALLMENT PURCHASE CONTRACTS, TRUST AGREEMENTS, CERTIFICATE PURCHASE AGREEMENTS, A CONTINUING DISCLOSURE CERTIFICATE AND AN OFFICIAL STATEMENT; MAKING CERTAIN DETERMINATIONS RELATING THERETO; AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH.

W I T N E S S E T H:

WHEREAS, the McKinleyville Community Services District (the “District”) is a community services district duly organized and validly existing under the laws of the State of California; and

WHEREAS, the District is authorized to sell and purchase its property to finance and refinance public capital improvements, including improvements to the District’s water system and wastewater system, primarily consisting of water mainline rehabilitations and replacements, replacement of the McCluski Tank 3 water storage reservoir, wastewater system collection system upgrades, sewer main rehabilitations and replacements and sewer lift station upgrades (collectively, the “Project”); and

WHEREAS, in order to finance the Project, the District has determined to enter into two separate Installment Purchase Contracts with the CSDA Finance Corporation (the “Corporation”) pursuant to which the Corporation will acquire the Project on behalf of the District and the District will purchase the Project from the Corporation; and

WHEREAS, under and pursuant to such Installment Purchase Contracts, the District will be obligated to make certain Installment Payments (as defined in each Installment Purchase Contract) and interest thereon to the Corporation; and

WHEREAS, the District has determined that it would be in the best interests of the District and the customers served by the District to authorize the preparation, execution and delivery of Revenue Certificates of Participation, Series 2026A (Water Project) (the “Series A Certificates”), and Revenue Certificates of Participation, Series 2026B (Wastewater Project) (the “Series B Certificates,” and together with the Series A Certificates, the “Certificates”), in a principal amount sufficient to finance the Project, which Certificates shall be payable from the Installment Payments made by the District under and pursuant to the Installment Purchase Contracts and the other sources provided for in two separate Trust Agreements, all under and in accordance with the laws of the State of California; and

WHEREAS, Senate Bill 450 (Chapter 625 of the 2017-2018 Session of the California Legislature) (“SB 450”) requires that the Board of Directors of the District (the “Board”) obtain from an underwriter, municipal advisor or private lender and disclose, prior to authorization of the issuance of bonds, including debt instruments such as the Certificates, with a term of greater than 13 months, good faith estimates of the following information in a meeting open to the public: (a) the true interest cost of the Certificates; (b) the sum of all fees and charges paid to third parties

with respect to the Certificates; (c) the amount of proceeds of the Certificates expected to be received net of the fees and charges paid to third parties and any reserves or capitalized interest paid or funded with proceeds of the Certificates; and (d) the sum total of all debt service payments on the Certificates calculated to the final maturity of the Certificates plus the fees and charges paid to third parties not paid with the proceeds of the Certificates; and

WHEREAS, in compliance with SB 450, the Board obtained from the District's municipal advisor, the required good faith estimates and such estimates are disclosed and set forth on Exhibit A attached hereto; and

WHEREAS, there have been presented at this meeting forms of the Installment Purchase Contracts, Trust Agreements, Certificate Purchase Agreements, a Continuing Disclosure Certificate and a preliminary official statement.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT AS FOLLOWS:

Section 1. Approval of Installment Purchase Contracts. The forms of Installment Purchase Contracts, each to be dated as of the first day of the month in which the Certificates are executed and delivered (each, an "Installment Purchase Contract," and collectively, the "Installment Purchase Contracts"), between the District and the Corporation, as presented to the District at this meeting, are hereby approved. The President and Vice President of the Board of Directors, the General Manager, the Finance Director and the District Secretary or any other officers duly designated by the District (the "Officers") are hereby authorized and directed, for and on behalf of the District, to execute, acknowledge and deliver the Installment Purchase Contracts, in substantially the forms presented to the District at this meeting, with such changes therein as such Officers may require or approve, with the advice and approval of counsel to the District, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 2. Approval of Trust Agreements. The proposed forms of the Trust Agreement each to be dated as of the first day of the month in which each series of the Certificates are executed and delivered (each, a "Trust Agreement," and collectively, the "Trust Agreements"), among the Corporation, U.S. Bank Trust Company, National Association, as trustee (the "Trustee") and the District, as presented to the District at this meeting, are hereby approved. Each of the Officers is hereby authorized and directed, for and on behalf of the District, to execute, acknowledge and deliver the Trust Agreements, in substantially the forms presented to the District at this meeting, with such changes therein as such Officers may require or approve, with the advice and approval of counsel to the District, such approval to be conclusively evidenced by the execution and delivery thereof. In connection therewith, the District approves the execution and delivery of: (a) the Series A Certificates so long as: (i) the maturity thereof does not exceed August 1, 2056; (ii) the aggregate true interest cost thereof does not exceed 5.50%; and (iii) the aggregate principal amount thereof does not exceed \$4,800,000; and (b) the Series B Certificates so long as: (i) the maturity thereof does not exceed September 15, 2056; (ii) the aggregate true interest cost thereof does not exceed 5.50%; and (c) the aggregate principal amount does not exceed \$4,200,000.

Section 3. Approval of Certificate Purchase Agreements. The forms of Certificate Purchase Agreements (the "Certificate Purchase Agreements"), each between the District and

Oppenheimer & Co. Inc. (the “Underwriter”), as presented to the District at this meeting, are hereby approved. Each of the Officers is hereby authorized and directed, for and on behalf of the District, to execute, acknowledge and deliver the Certificate Purchase Agreements, in substantially the forms presented to the District at this meeting, with such changes therein as such Officers may require or approve, with the advice and approval of counsel to the District, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 4. Approval of Preliminary and Final Official Statement. The form of Preliminary Official Statement as presented to the District at this meeting is hereby approved. Each of the Officers is hereby authorized and directed, for and on behalf of the District, to execute all certificates necessary to deem final the Preliminary Official Statement as of its date within the meaning of Rule 15c2-12 of the Securities Exchange Act of 1934, with the exception of certain final pricing and related information. Each of the Officers is hereby authorized and directed, for and on behalf of the District, to execute and deliver the final Official Statement when completed. The use and distribution of said Preliminary Official Statement and use and distribution of the final Official Statement in connection with the sale of the Certificates is hereby ratified and approved.

Section 5. Approval of Continuing Disclosure Certificate. The proposed form of the Continuing Disclosure Certificate (the “Continuing Disclosure Certificate”), to be executed by the District, as presented to the District at this meeting, is hereby approved. Each of the Officers is hereby authorized and directed, for and on behalf of the District, to execute, acknowledge and deliver the Continuing Disclosure Certificate, in substantially the form presented to the District at this meeting, with such changes therein as such Officers may require or approve, with the advice and approval of counsel to the District, such approval to be conclusively evidenced by the execution and delivery thereof.

Section 6. Municipal Bond Insurance. The Board of Directors of the District hereby authorizes the General Manager to select a municipal bond insurer to insure payments of principal of and interest on all or a portion of the Certificates so long as the General Manager determines that obtaining the municipal bond insurance policy provided thereby will result in a lower interest rate or yield to maturity with respect to such Certificates. Further, the Board of Directors of the District hereby authorizes the General Manager to select a municipal bond insurer to provide a reserve fund surety bond to be deposited into the reserve fund for one or both series of the Certificates, so long as the General Manager determines that obtaining the reserve fund surety will be cost effective to the District. Each of the Officers is hereby authorized to execute and deliver any customary agreement with the municipal bond insurer providing the reserve fund surety bond. Kutak Rock LLP, special counsel, is hereby directed to make all changes to the Trust Agreements, the Installment Purchase Contracts, the Preliminary Official Statement, the Certificate Purchase Agreements and the Continuing Disclosure Certificate as are necessary to reflect the selection of a municipal bond insurer and/or reserve fund surety bond provider and the reasonable comments thereof.

Section 7. Financial Covenants. Notwithstanding anything to the contrary in this Resolution, the District, with the advice of the municipal advisor, District Counsel and Kutak Rock LLP, special counsel, may modify the financial covenants and requirements set forth in the Installment Purchase Contracts and Trust Agreements, including, but not limited to, the parity obligations test, rate covenant and the necessity of a reserve fund for the Certificates, to the extent

that such revisions are deemed necessary or desirable by the District for the execution and delivery of the Certificates based on advice from the District's municipal advisor, District Counsel and Kutak Rock LLP, special counsel; provided, however, that any such modifications or revisions shall not materially increase the financial or operational risks to the District and shall otherwise be subject to the terms hereof.

Section 8. Other Acts. The Officers and staff of the District are hereby authorized and directed, jointly and severally, to do any and all things, to execute and deliver any and all documents, which in consultation with District Counsel and Kutak Rock LLP, special counsel, they may deem necessary or advisable in order to effectuate the purposes of this Resolution, including without limitation, obtaining insurance with respect to the payment of the interest and principal represented by the Certificates or ratings on the Certificates, and any and all such actions previously taken by such Officers or staff members are hereby ratified and confirmed.

Section 9. Effective Date. This Resolution shall take effect upon adoption.

PASSED, APPROVED AND ADOPTED this 3rd day of June, 2026, by the following
vote:

AYES: _____
NAYS: _____
ABSENT: _____
VACANT: _____
ABSTAIN: _____

MCKINLEYVILLE COMMUNITY
SERVICES DISTRICT

By: _____
President

Attest:

By: _____
District Secretary

I hereby certify that the above Resolution No. 2026-21 was duly introduced, read and adopted by the District at a special meeting held on June 3, 2026.

By: _____
District Secretary

EXHIBIT A

GOOD FAITH ESTIMATES

The following information was obtained from the District's municipal advisor, and is provided in compliance with Senate Bill 450 (Chapter 625 of the 2017-2018 Session of the California Legislature) with respect to the Certificates:

SERIES A CERTIFICATES

- (a) True Interest Cost of the Series A Certificates: 4.78%.
- (b) Finance Charge of the Series A Certificates: \$174,060.
- (c) Amount of Proceeds to be received by the District: \$4,588,000.
- (d) Total Payment Amount: \$8,955,729.

SERIES B CERTIFICATES

- (a) True Interest Cost of the Series B Certificates: 4.78%.
- (b) Finance Charge of the Series B Certificates: \$159,291.
- (c) Amount of Proceeds to be received by the District: \$3,939,000.
- (d) Total Payment Amount: \$7,724,321.

The foregoing constitute good faith estimates only. The principal amount of the Certificates, the true interest cost of the Certificates, the finance charges thereof, the amount of proceeds received therefrom and total payment amount with respect thereto may differ from such good faith estimates due to: (a) the actual date of the execution of the Certificates being different than the date assumed for purposes of such estimates; (b) the actual principal amount of the Certificates being different from the estimated amount used for purposes of such estimates; (c) the actual amortization of the Certificates being different than the amortization assumed for purposes of such estimates; (d) the actual market interest rates at the time of sale of Certificates being different than those estimated for purposes of such estimates; (e) other market conditions; or (f) alterations in the District's financing plan, or a combination of such factors.

The actual date of execution of the Certificates and the actual principal amount of the Certificates will be determined by the District based on a variety of factors. The actual interest rates borne by the Certificates will depend on market interest rates at the time of sale thereof. The actual amortization of the Certificates will also depend, in part, on market interest rates at the time of sale thereof. Market interest rates are affected by economic and other factors beyond the control of the District.

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: E.3 **Consider Letter of Support for Assembly Bill (AB) 1821 (Pacheco) California Public Records Act: Agency Response Time**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the information provided, take public comment and consider support for AB 1821 (**Attachment 1**) and authorize the Board President and General Manager to sign a letter of support (**Attachment 2**).

Discussion:

Assemblymember Blanca Pacheco has introduced AB 1821 (**Attachment 1**), California Public Records Act: agency response time. Existing law requires a public agency to determine whether it has disclosable public records in its possession within ten days of receiving a request from the public for those records or, in specified unusual circumstances, within 14 days. This bill extends those deadlines by specifying that public agencies can provide this response within ten business days, and fourteen business days of the ten-day period, in specified unusual circumstances. AB 1821 provides an important and practical clarification to CPRA response timelines. The bill's shift from "calendar days" to "business days" for initial determinations and extensions is a common-sense update that reflects the operational realities of local agencies.

AB 1821 is supported by the California Special Districts Association, California Municipal Clerks Association, and numerous other organizations and agencies.

Staff has drafted a letter of support (**Attachment 2**) to be submitted to Assemblymember Pacheco and CC'd to Assemblymember Rogers and Senator McGuire.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Not applicable

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – AB 1821 Text
- Attachment 2 – Draft Letter of Support

AMENDED IN ASSEMBLY APRIL 6, 2026

AMENDED IN ASSEMBLY MARCH 16, 2026

CALIFORNIA LEGISLATURE—2025–26 REGULAR SESSION

ASSEMBLY BILL

No. 1821

Introduced by Assembly Member Pacheco

February 11, 2026

An act to amend ~~Sections 7922.530 and~~ *Section 7922.535* of the Government Code, relating to public records.

LEGISLATIVE COUNSEL'S DIGEST

AB 1821, as amended, Pacheco. California Public Records Act: fees and agency response time.

Existing law, the California Public Records Act, requires each state or local agency, upon a request for a copy of records that reasonably describes an identifiable record or records, to make the records promptly available to any person upon payment of fees covering direct costs of duplication, or a statutory fee if applicable, except with respect to public records exempt from disclosure by express provisions of law.

~~This bill would require, if a single request exceeds 2 hours of search time, or if the total requests by a requestor exceed 10 hours of search time in one month, the requestor to also submit to the agency a payment of fees in an amount determined by the agency as reasonable to compensate the agency for the administrative time of completing the requests. The bill would exempt from that requirement a journalist, a newspaper, and an educational or nonecommercial scientific institution, as specified. The bill would define “search” for purposes of that requirement to mean to review, either manually or by automated means,~~

agency records for the purpose of locating those records that are responsive to a request.

Existing law requires each agency, within 10 days of a request for a copy of records, to determine whether the request seeks copies of disclosable public records in possession of the agency and to promptly notify the person of the determination and the reasons therefor. Existing law authorizes that time limit to be extended by no more than 14 days under unusual circumstances, as defined.

This bill would instead require each agency to determine whether the request seeks copies of disclosable public records in possession of the agency and to promptly notify the person as described above within 10 business days of a request for a copy of records. The bill would instead authorize the time period for each agency to respond to be extended by no more than 14 business days.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

Existing constitutional provisions require that a statute that limits the right of access to the meetings of public bodies or the writings of public officials and agencies be adopted with findings demonstrating the interest protected by the limitation and the need for protecting that interest.

This bill would make legislative findings to that effect.

Vote: majority. Appropriation: no. Fiscal committee: yes. State-mandated local program: no.

The people of the State of California do enact as follows:

- 1 ~~SECTION 1. Section 7922.530 of the Government Code is~~
- 2 ~~amended to read:~~
- 3 ~~7922.530. (a) (1) Except with respect to public records exempt~~
- 4 ~~from disclosure by express provisions of law, each state or local~~
- 5 ~~agency, upon a request for a copy of records that reasonably~~
- 6 ~~describes an identifiable record or records, shall make the records~~
- 7 ~~promptly available to any person upon payment of fees covering~~
- 8 ~~direct costs of duplication, or a statutory fee if applicable. Upon~~

1 request, an exact copy shall be provided unless impracticable to
2 do so.

3 ~~(2) (A) If a single request exceeds 2 hours of search time, or if~~
4 ~~the total requests by a requestor exceed 10 hours of search time in~~
5 ~~one month, the requestor shall submit to the agency a payment of~~
6 ~~fees in an amount determined by the agency as reasonable to~~
7 ~~compensate the agency for the administrative time of completing~~
8 ~~the requests.~~

9 ~~(B) Subparagraph (A) shall not apply to any of the following:~~

10 ~~(i) A journalist.~~

11 ~~(ii) A newspaper.~~

12 ~~(iii) An educational or noncommercial scientific institution~~
13 ~~whose purpose is scholarly or scientific research.~~

14 ~~(C) For purposes of subparagraph (A), “search” means to review,~~
15 ~~either manually or by automated means, agency records for the~~
16 ~~purpose of locating those records that are responsive to a request.~~

17 ~~(b) A requester who inspects a disclosable record on the~~
18 ~~premises of the agency has the right to use the requester’s~~
19 ~~equipment on those premises, without being charged any fees or~~
20 ~~costs, to photograph or otherwise copy or reproduce the record in~~
21 ~~a manner that does not require the equipment to make physical~~
22 ~~contact with the record, unless the means of copy or reproduction~~
23 ~~would result in either of the following:~~

24 ~~(1) Damage to the record.~~

25 ~~(2) Unauthorized access to the agency’s computer systems or~~
26 ~~secured networks by using software, equipment, or any other~~
27 ~~technology capable of accessing, altering, or compromising the~~
28 ~~agency’s electronic records.~~

29 ~~(e) The agency may impose any reasonable limits on the use of~~
30 ~~the requester’s equipment that are necessary to protect the safety~~
31 ~~of the records or to prevent the copying of records from being an~~
32 ~~unreasonable burden to the orderly function of the agency and its~~
33 ~~employees. In addition, the agency may impose any limit that is~~
34 ~~necessary to maintain the integrity of, or ensure the long-term~~
35 ~~preservation of, historic or high-value records.~~

36 ~~SEC. 2.~~

37 *SECTION 1.* Section 7922.535 of the Government Code is
38 amended to read:

39 7922.535. (a) Each agency, upon a request for a copy of
40 records, shall, within 10 business days from receipt of the request,

1 determine whether the request, in whole or in part, seeks copies
2 of disclosable public records in the possession of the agency and
3 shall promptly notify the person making the request of the
4 determination and the reasons therefor. If the agency determines
5 that the request seeks disclosable public records, the agency shall
6 also state the estimated date and time when the records will be
7 made available.

8 (b) In unusual circumstances, the time limit prescribed in this
9 article and Article 1 (commencing with Section 7922.500) may
10 be extended by written notice from the head of the agency or a
11 designee to the person making the request, setting forth the reasons
12 for the extension and the date on which a determination is expected
13 to be dispatched. The notice shall not specify a date that would
14 result in an extension for more than 14 business days.

15 (c) As used in this section, “unusual circumstances” means the
16 following, but only to the extent reasonably necessary to the proper
17 processing of the particular request:

18 (1) The need to search for and collect the requested records
19 from field facilities or other establishments that are separate from
20 the office processing the request.

21 (2) The need to search for, collect, and appropriately examine
22 a voluminous amount of separate and distinct records that are
23 demanded in a single request.

24 (3) The need for consultation, which shall be conducted with
25 all practicable speed, with another agency having substantial
26 interest in the determination of the request or among two or more
27 components of the agency having substantial subject matter interest
28 therein.

29 (4) The need to compile data, to write programming language
30 or a computer program, or to construct a computer report to extract
31 data.

32 (5) The inability of the agency, because of a cyberattack, to
33 access its electronic servers or systems in order to search for and
34 obtain a record that the agency believes is responsive to a request
35 and is maintained on the servers or systems in an electronic format.

36 (A) This paragraph does not relieve the agency of its obligation
37 to comply with subdivision (a) when the requested record is
38 maintained in a location other than on the electronic server or
39 system affected by the cyberattack, or maintained in a nonelectronic
40 format.

1 (B) This paragraph applies only until the agency regains its
2 ability to access its electronic servers or systems and search for
3 and obtain electronic records that may be responsive to a request.

4 (6) The need to search for, collect, and appropriately examine
5 records during a state of emergency proclaimed by the Governor
6 in the jurisdiction where the agency is located when the state of
7 emergency currently and directly affects, due to the state of
8 emergency, the agency’s ability to timely respond to requests due
9 to staffing shortages or closure of facilities where the requested
10 records are located.

11 (A) This paragraph shall not apply to a request for records
12 created during and related to the state of emergency proclaimed
13 by the Governor.

14 (B) For purposes of this paragraph, “state of emergency” means
15 a state of emergency proclaimed pursuant to Section 8625 of the
16 California Emergency Services Act (Chapter 7 (commencing with
17 Section 8550) of Division 1 of Title 2).

18 ~~SEC. 3.~~

19 ~~SEC. 2.~~ The Legislature finds and declares that Section 1 of
20 this act, which amends Section 7922.530 of the Government Code,
21 and Section 2 of this act, which amends Section 7922.535 of the
22 Government Code, ~~further,~~ *further*, within the meaning of
23 paragraph (7) of subdivision (b) of Section 3 of Article I of the
24 California Constitution, the purposes of that constitutional section
25 as it relates to the right of public access to the meetings of local
26 public bodies or the writings of local public officials and local
27 agencies. Pursuant to paragraph (7) of subdivision (b) of Section
28 3 of Article I of the California Constitution, the Legislature makes
29 the following findings:

30 This act balances the right of the public to access public records
31 in a timely manner while ~~providing public agencies proper~~
32 ~~compensation and protection from convoluted requests.~~
33 *acknowledging that state and local agencies provide a variety of*
34 *public services and may need additional time to properly respond*
35 *to requests.*

36 ~~SEC. 4.~~

37 ~~SEC. 3.~~ The Legislature finds and declares that Section 1 of
38 this act, which amends Section 7922.530 of the Government Code,
39 and Section 2 of this act, which amends Section 7922.535 of the
40 Government Code, ~~impose~~ *imposes* a limitation on the public’s

1 right of access to the meetings of public bodies or the writings of
2 public officials and agencies within the meaning of Section 3 of
3 Article I of the California Constitution. Pursuant to that
4 constitutional provision, the Legislature makes the following
5 findings to demonstrate the interest protected by this limitation
6 and the need for protecting that interest:

7 This act balances the right of the public to access public records
8 in a timely manner while ~~providing public agencies proper~~
9 ~~compensation and protection from convoluted requests.~~
10 *acknowledging that state and local agencies provide a variety of*
11 *public services and may need additional time to properly respond*
12 *to requests.*

O



June 3, 2026

The Honorable Blanca Pacheco
 California State Assembly
 1021 O Street, 4510
 Sacramento, CA 95814

Re: Assembly Bill 1821 — California Public Records Act: Agency Response Time — SUPPORT (As Amended April 6, 2026)

Dear Assemblymember Pacheco:

McKinleyville Community Services District is writing in support of Assembly Bill 1821, which would make a narrow but important clarification to the California Public Records Act by calculating certain agency response periods in business days rather than calendar days.

Public agencies are committed to transparency and providing timely access to public records. At the same time, the volume, complexity, and format of public records have changed significantly. Requests now routinely involve large volumes of email, text messages, electronic files, audio and video recordings, body-worn camera footage, and other digital records that must be searched, reviewed, and, when legally required, redacted before release. This work often requires coordination among multiple departments, information technology staff, legal counsel, and records personnel.

Current law requires an agency to make its initial determination within 10 calendar days, with a possible 14-calendar-day extension under unusual circumstances. Because those timeframes include weekends and holidays, agencies may not receive the full number of working days needed to conduct a careful and legally compliant review. AB 1821 would provide a more practical and consistent framework by changing those periods to 10 business days and 14 business days.

This adjustment is especially important for local agencies where staffing is limited and public records responsibilities are often carried out by employees who also support public meetings, elections, boards and commissions, agenda management, contract routing, records management, and other core services. A business-day standard would not reduce an agency's obligation to respond to records requests or make disclosable records available. Rather, it would help ensure that agencies have a reasonable opportunity to identify responsive records, determine whether exemptions apply, protect confidential or legally protected information, and provide accurate responses.

California's local agency clerks, records managers, and other public records professionals see firsthand how important it is to balance prompt public access with careful legal compliance. AB 1821 supports that balance. It recognizes that public records work is not simply a matter of locating a document; it frequently requires thoughtful review to protect privacy, privileged communications, confidential information, and other records exempt from disclosure under state or federal law.



1656 SUTTER ROAD
 MCKINLEYVILLE, CA 95519



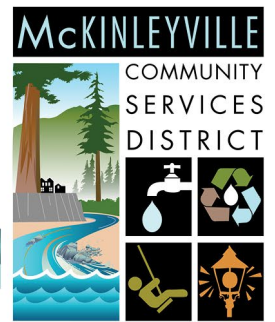
PHONE: 707-839-3251
 FAX: 707-839-8456



95 mckinleyvillecsd.ca.gov



PO BOX 2037
 MCKINLEYVILLE, CA 95519



For these reasons, McKinleyville Community Services District supports AB 1821 and we thank you for your leadership on this most important issue.

Please do not hesitate to contact Joey Blaine, Board Secretary/Administrative Assistant, at (707) 839-3251 should you have any questions or wish to discuss our position.

Sincerely,

Patrick Kaspari
General Manager
McKinleyville Community Services District

Dennis Mayo
Board President
McKinleyville Community Services District

cc:
Assemblymember Chris Rogers
Senator Mike McGuire
California Municipal Clerks Association



1656 SUTTER ROAD
MCKINLEYVILLE, CA 95519



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PO BOX 2037
MCKINLEYVILLE, CA 95519

McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: E.4 **Consider Attendance of the California Special District's Association (CSDA) 2026 Annual Conference, August 24-27, 2026 in Palm Desert, CA**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review the information provided, take public comment, and consider authorization for interested board members to attend the 2026 California Special Districts Association (CSDA) Annual Conference in Palm Desert, CA.

Discussion:

The 2026 CSDA Annual Conference will be held in Palm Desert, CA on August 24-27, 2026. The leadership conference for special districts will cover special district governance, trends, issues, and legislation.

The conference is designed for special district leaders from across the state to meet with industry suppliers, hear from the best in special district-specific topics with over 30 breakout session options, and network with peers. CSDA encourages Directors and General Managers to attend the annual conference. The opportunity to gain knowledge and inspiration is invaluable to the leadership and staff of special districts.

Additionally, there is the opportunity to attend pre-conference workshops. Any Board Members wishing to attend pre-conference workshops must notify the Board Secretary as soon as possible, as the registration for these opportunities must be done during the initial registration process and it may modify dates of travel.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

The cost for early conference registration is \$890 (on/before July 22, 2026). Additional meal per diem will be \$301.00 per person. Hotel room reservations for the conference room block begin at \$159 per night for a total of \$477 (not including tax + fees) and are based on availability. To book a hotel room, you must first register for the conference to obtain a CSDA room reservation code. Staff researched other accommodations in the area and the cost of parking and/or transportation to the conference venue would likely equal or exceed the difference in cost. Room reservation cut-off is July 22, 2026; however, space is limited and may sell out before this date. Approximate round-trip airfare is \$622. The approximate cost for travel and attendance to the conference is estimated at \$2290.00 per attendee. To maintain the lowest possible cost for travel, Directors are asked to inform the Board Secretary of their desire to attend by June 17, 2026.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – 2026 CSDA Annual Conference Brochure



California Special
Districts Association
Districts Stronger Together

2026

E.4 Attachment 1

CSDA ANNUAL CONFERENCE & EXHIBITOR SHOWCASE



THE LEADERSHIP CONFERENCE FOR SPECIAL DISTRICTS



PALM DESERT, CA • AUGUST 24 - 27, 2026

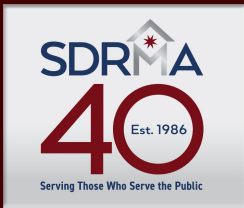
conference.csa.net



The CSDA Annual Conference & Exhibitor Showcase is the must-attend event for special district leaders across California! With a densely packed agenda, this conference offers unparalleled opportunities to connect with peers and experts, and learn about new tools and trends.

Network with fellow special district professionals, explore the latest innovations and services in our extensive exhibitors' hall, and choose from over 40 targeted breakout sessions tailored to address today's relevant trends and topics for special districts.

This essential event will sharpen your skills, broaden your knowledge, infuse enthusiasm, and forge new connections. Join us in 2026!



SDRMA Credit Incentive Points

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

SADDLE UP in Palm Desert!

CSDA's 2026 Annual Conference & Exhibitor Showcase is heading to the desert! Attendees can explore the charming El Paseo Shopping District — the "Rodeo Drive of the Desert," where you can savor world-class dining and browse eclectic local shops. Visit the stunning Living Desert Zoo and Gardens to get up close with desert wildlife and breathtaking botanical landscapes or tee off on one of Palm Desert's legendary golf courses for an unforgettable round under the sun. In your free time outside of the conference, soak in the golden desert vistas, vibrant arts scene, and warm southwestern charm that make Palm Desert truly unforgettable!



JW Marriott Desert Springs Resort & Spa
74-855 Country Club Dr, Palm Desert, CA 92260

CSDA room reservations in the CSDA room block start at the rate of \$159 plus discounted \$20 resort fee plus taxes and fees per room per night. The room reservation cut-off is July 22, 2026; however, space is limited and may sell out before this date.

One night's non-refundable room and tax will be charged on July 22, 2026 for rooms reserved in the CSDA room block.

Information about hotel reservations and links to book in the CSDA room block will be emailed to you within 24 hours of registration.



PRE-CONFERENCE Monday, August 24, 2026



6:20 am Tee Times Start
Pre-Conference Activity
SDLF Scramble for Scholarships Golf Outing
Desert Springs Golf Club

Join special district elected officials, staff, and business affiliates at this optional fun event. Great golf skills are not necessary! Proceeds benefit the Special District Leadership Foundation scholarship fund.

\$125 includes golf, a cart, and food and beverage voucher! Hurry, space is limited and available on a first-come, first-served basis.

8:30 am - 12:30 pm

Pre-Conference Tour - **Blazing Paddles: A Pre-Conference Tour with Desert Recreation District**

Step into one of the desert's premier recreation facilities for a hands-on pickleball experience and guided tour hosted by the Desert Recreation District (DRD). DRD has exclusively reserved the day for our group, offering a dedicated block of court time and an inside look at their indoor pickleball operations.

Participants can jump into a friendly round-robin session led by DRD staff. To ensure the best possible playing experience—and to honor how seriously our members take their pickleball—DRD will have a certified instructor to help run matches and keep play flowing. Whether you're a seasoned player or brand new to the sport, everyone will have a chance to get on the court. Not a player? You're still invited! DRD will also lead a facility tour for attendees interested in learning about district operations, programming, and community engagement. Their team, board members, and general manager will be on-site throughout the visit to answer questions and showcase their work.

The tour is fully indoors, so weather won't be a concern. Join us for a fun, informative kickoff to conference week—where recreation, community, and a little friendly competition come together.

\$50 per person, includes transportation to/from the hotel and tour. Early registration is encouraged.

9:00 am - 3:30 pm

Pre-Conference Workshop: **Special District Leadership Academy Module 1: Governance Foundations**

Hilary Straus, Citrus Heights Water District

SDRMA CIP ELIGIBLE

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

*\$325 CSDA Member / \$650 Non-member
Price includes continental breakfast and lunch*

9:00 am - 3:30 pm

Pre-Conference Workshop: **So, You Want to Be a General Manager?***

*Sean Barclay, Tahoe City Public Utility District
Melissa Asher, CPS HR Consulting*

**Qualifies toward the completion of the Essential Leadership Skills Certificate*

Sponsored by:  **SPECIAL DISTRICT LEADERSHIP FOUNDATION**

This is a practical career development workshop for senior executives and emerging leaders in special districts. This action-oriented workshop includes group and panel discussions on the journey, roles, and skillsets of a general manager; identifying general manager opportunities; developing positive relations with the board, staff, and peer agency executives; and leadership best practices.

*\$130 CSDA Member and Non-member
Price includes continental breakfast and lunch*



Monday, August 24, 2026

9:00 am - 3:30 pm

Pre-Conference Workshop:

Three Required Trainings for Today's Special Districts

Ethics AB 1234 Compliance Training - Gary Bell, Colantuono, Highsmith & Whatley, PC

Sexual Harassment Prevention Training for Supervisors - Katherine Read and Ryan Hallett, Richards Watson Gershon

SB 827 Fiscal & Financial Training - Rick Wood, CSDA

Today's special district leaders are expected to govern ethically, foster respectful workplaces, and provide sound fiscal oversight. This six-hour pre-conference workshop offers a streamlined way to complete California's required training for special district officials, including ethics (AB 1234), sexual harassment prevention for governing bodies (AB 1825/AB 1661), and finance and fiscal responsibilities under SB 827. Designed specifically for special districts, this session blends statutory compliance with practical guidance to support confident, effective governance.

\$325 CSDA Member / \$650 Non-member

Price includes continental breakfast and lunch

1:00 - 3:00 pm

Pre-Conference:

Certified Special District Manager (CSDM) Exam, Special District Leadership Foundation*

**Optional - Must be scheduled prior to the conference*

3:30 - 5:00 pm

Pre-Conference:

Chapter Leaders Meeting*

Join CSDA board members and local chapter leaders from across the state to share best practices and discuss issues and opportunities. The meeting will begin with networking and refreshments with CSDA Diamond and Platinum Business Affiliate Members, including information on how they can help support your chapter's efforts!

**Optional - No fee, but must be attending the conference to participate*

4:00 - 5:00 pm

Pre-Conference:

First Rodeo Meet Up*

Where new faces get the lay of the land

Saddle up for a relaxed reception designed for new CSDA members, prospective CSDA members, and first-time attendees. Join us before the conference officially kicks off, to meet fellow attendees, connect with CSDA board and committee members, and pick up a few insider tips on navigating the conference. It's an easy way to find your footing, make a few connections, and head into the conference feeling ready to ride.

**Optional - No fee, but must be attending the conference to participate*



CONFERENCE OFFICIALLY BEGINS!

5:15 - 7:30 pm

President's Reception with the Exhibitors

Pull on your boots and head to the exhibit hall for the official kickoff of the 2026 CSDA Annual Conference. Connect with fellow attendees and business partners who support special districts across California. Enjoy appetizers, refreshments, and light entertainment as we kick off the conference in true Western style.

Reception is included in the conference registration.



SCHEDULE Tuesday, August 25, 2026

7:00 am - 6:00 pm

Registration Open

7:30 - 8:30 am

CSDA Board Meeting

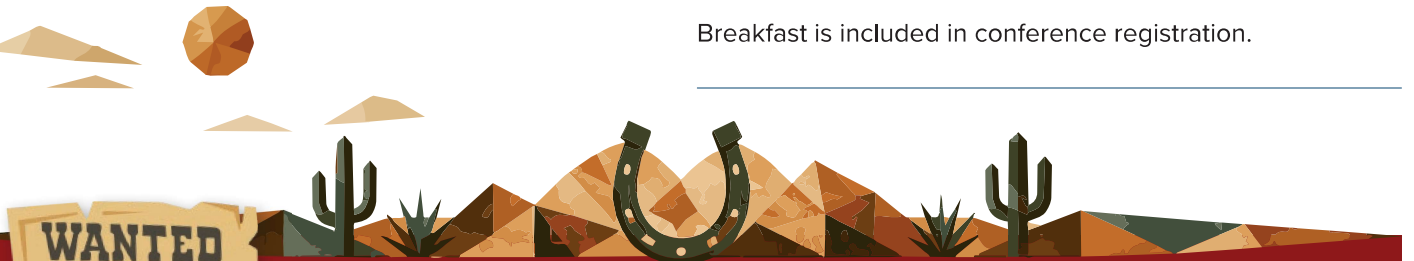
7:30 am - 6:30 pm

Exhibitor Showcase Open

7:30 - 8:30 am

Continental Breakfast in the Exhibit Hall/Raffle

Breakfast is included in conference registration.



8:45 - 10:45 am

Opening General Session and Keynote

"POWERED BY PURPOSE"

Ben Nemtin, Star of Hit TV Series "The Buried Life" & Co-Founder of The Buried Life Movement; New York Times Bestselling Author; Mental Health Advocate

Sponsored by: California CLASS

In today's relentless environment, where uncertainty reigns supreme and burnout threatens even the strongest teams, why do some organizations continue to thrive while others struggle? Ben reveals the game-changing truth: purpose isn't just a buzzword, it's the secret weapon that fueled his own extraordinary journey, lifting him from the depths of depression to ignite a global movement and achieve the seemingly impossible.

Through compelling scientific evidence and unforgettable stories, Ben demonstrates how embracing your professional and personal purpose unleashes untapped potential, creates true work-life harmony, and empowers you to become the best version of yourself.

In this revolutionary keynote, discover why purpose-driven individuals and teams are 7x more likely to overcome challenges, focusing on the "why" that ignites passion and resilience. Ben masterfully blends cutting-edge science with captivating storytelling to reveal how purpose transforms organizational culture from the inside out.

Leaders will gain actionable strategies to build trust, authentically demonstrate care for their teams' well-being, and foster innovation, retention, and breakthrough performance. This isn't merely theoretical, it's a strategic blueprint for translating purpose into tangible outcomes and cultivating a workplace that inspires genuine passion.

Awards Presented:

- ▶ General Manager of the Year
- ▶ Board Member of the Year
- ▶ Staff Member of the Year
- ▶ SDLF Certificate in Special District Governance
- ▶ SDLF Certified Special District Manager
- ▶ SDLF Essential Leadership Skills Certificate

All registered conference attendees are welcome.



Tuesday, August 25, 2026

11:00 am - 12:00 pm

Breakout Sessions

What's New in CEQA Review: Key Updates and Practical Strategies

Amanda Daams, Best Best & Krieger LLP

Stay ahead of the curve on the latest developments in CEQA. This session will break down recent legislative updates and important case law from the past year, with a focus on changes aimed at streamlining the CEQA review process. Designed with special districts in mind, the presentation will go beyond theory to offer practical, real-world examples and actionable insights to help you navigate and implement these updates with confidence. Whether you're looking to sharpen your understanding or improve your approach, this session will provide the tools you need to stay informed.

Civility in Action: Building Respectful Workplaces in the Public Sector

Yolanda Underwood, CPS HR Consulting

This webinar will provide practical strategies for identifying workplace incivility, managing emotionally charged interactions, and navigating uncomfortable conversations in a productive way. Participants will leave with tools to help foster healthier communication and more respectful workplace interactions.

When is Early Enough? Engaging High School Students in Internships

Rachel Murphy, Contra Costa Water District

This panel brings together utilities and partners to offer insights and success stories to help you create safe, engaging, and inspiring high school internship programs that cultivate California's future workforce.

The Long Game: Communicating for a Future You May Never See

Tiffany Baca and Sarah Wilson, Municipal Water District of Orange County

Communicators often chase quick metrics, but lasting impact grows slowly. This session shows how long-term education programs build trust, reach future audiences, and deliver enduring value far beyond quick wins.

Navigating the Funding Landscape: Grant Strategies for State, Federal, and Local Funding

Alex Gibbs, Townsend Public Affairs

A practical, insider guide to identifying the right funding opportunities, aligning projects with agency priorities, and

writing competitive applications across state, federal, and local programs.

Enhancing Cybersecurity Preparedness in Uncertain Times - A Special District Perspective!

*Girum Awoke, CSDM, Alameda County Water District
Corey Kaufman, VC3*

This presentation will highlight the actionable steps a special district has taken to build resilience and protect essential services based on lessons learned from recent incidents that caused systemwide outages and disruption to service delivery.

Empowered to Protest AND Object: New Procedures for Adopting Assessments and Water and Wastewater Fees

*Sara Mares, NBS
Megan Burke, Jarvis Fay, LLP*

Learn how to utilize the optional legal process, set forth in AB 2257, effective January 1, 2025, which protects public agencies from future legal challenges by requiring any potential challengers to file an objection, to be considered during the assessment or fee adoption hearing, and will limit any potential lawsuits to the grounds asserted in the objections.

Authentic Leadership and Communication in Special District Governance

Charlene Engeron, Mojave Water Agency

Learn how authentic leadership strengthens governance, builds public trust, improves communication under pressure, and enhances board-GM alignment. This session provides practical strategies to lead with clarity, consistency, and confidence.

12:00 - 1:30 pm

Lunch with the Exhibitors

All attendees are welcome to attend lunch in the exhibit hall. Enjoy your lunch while taking time to learn more about our exhibitors and the valuable services they provide. From risk management to accounting, HR, legal, banking services, and more – our exhibitors have some of the best of what you're looking for!

Lunch is included in the conference registration.



1:30 - 3:00 pm

Breakout Sessions

Supercharging Community Support

*Hilary Straus and Ray Riehle, Citrus Heights Water District
Jennifer Liebermann, Jennifer Liebermann Consulting*

Supercharge community engagement to support capital projects and funding. Learn how a special district is tackling a \$500M infrastructure project through community engagement, resulting in public support and new funding.

Creating Your Own Prevailing Wage Checklist

Deborah Wilder, Contractor Compliance and Monitoring, Inc.

You have attended many prevailing wage educational sessions and webinars, but what you really need is an all-inclusive checklist of prevailing wage obligations. The checklist outlines what is required under California prevailing wage and when a project may also require Davis-Bacon compliance or Skilled and Trained Workforce provisions. Join this class to receive your own copy of the Prevailing Wage Checklist and review the specific requirements based on your funding source.

Proposition 218 in Practice: Emerging Trends, Legal Updates, and Real-World Solutions

Lutfi Kharuf, Best Best & Krieger LLP

As the legal and regulatory environment surrounding Proposition 218 continues to evolve, agencies must adapt their approach to rate setting and cost allocation. This session brings together legal insight and practical experience to unpack key developments shaping property-related fees. Attendees will gain a clearer understanding of compliance requirements, explore recent court decisions and legislation, and walk through case studies that highlight effective, defensible strategies in action.

Pure Water Soquel: from Day 1 to Done

*Taj Dufour, Soquel Creek Water District
Rebecca Takacs and David Gehrig, Hanson Bridgett, LLP*

Staff and legal counsel from the district discuss the concept, strategy, and successful completion of the Pure Water Soquel program for new recycled water facilities that will halt seawater intrusion into the local groundwater basin. The program will discuss selection of progressive design-build as the delivery method, the procurement process, key

terms and negotiation of the phased agreement, technical challenges, use of a Project Neutral for disputes, and successful resolution of claims.

SB 707 and the Brown Act: What You Need to Know

Fabi Ceja and Travis Kaya, Richards Watson Gershon

Recent updates to the Brown Act under SB 707 bring important changes to public meeting requirements, enforcement, and compliance expectations for local agencies. This session is designed specifically for board members and executive leadership, providing a clear, practical overview of what has changed, what remains the same, and where agencies face increased risk. Learn how SB 707 affects meeting procedures, public participation, and cure-and-correct demands—and what steps you should take to ensure compliance and protect your agency.

The Role of AI in Special Districts: Legal Risks and Governance Solutions

Gabriella Kamran, Liebert Cassidy Whitmore

Gain insight into AI's rapid expansion in special districts, including associated legal risks, policy considerations, and governance solutions designed to help agencies adopt AI tools responsibly while safeguarding public trust and operational integrity.

Financing From the Other Side: An Insider's Perspective

*William Morton, Municipal Finance Corporation
Rick Brandis, Oppenheimer & Co. Inc.*

What are lenders and investors really thinking when they review your financing request? CSDA Finance Corporation consultants break down your agency's funding options, the credit review process, what raises flags, what builds confidence, and what you can do now to position a successful closing.

Navigating LAFCO with Confidence - A Practical Guide for Special Districts

*Gary Bell, Colantuono, Highsmith & Whatley, PC
Michelle McIntyre, CALAFCO*

Special districts regularly interact with Local Agency Formation Commissions (LAFCOs), yet the process and purpose can often feel complex or unclear. This session is designed to demystify LAFCO and provide practical insight into how special districts can build productive, collaborative relationships when updating service reviews and spheres-of-influence or considering a change of organization like annexation, consolidation, or activation of latent powers.



Tuesday, August 25, 2026

3:30 - 4:45 pm

Breakout Sessions

Recommendations on Handling Difficult Board Situations (Meetings or Otherwise)

Richard Pio Roda and Alex Mog, Redwood Public Law, LLP

Gain an understanding of and learn best practices on how to handle difficult situations that may happen at a Board meeting, a closed session, and interpersonally amongst Board members.

Implementing Progressive Design-Build Under California's New Statutes

Michael Moore and Edmund Caplicki, Nossaman, LLP

This presentation explores how new legislation expands progressive design-build, offering flexible, efficient project delivery as demonstrated by East Valley Water District's construction of the Sterling Natural Resource Center wastewater treatment facility.

Optimizing District Performance Through Strategic Organizational Assessments

Michelle New and John Andrews, Jacob Green & Associates

Discover how organizational assessments uncover inefficiencies, optimize workflows, and build capacity, empowering special districts to deliver superior services and achieve sustainable operational excellence.

Fiscal Roadmap for District Consolidation

*Mary Morris-Mayorga, Kensington Fire Protection District
David Spath, Kensington Community Services District
Dmitry Semenov, Ridgeline Municipal Strategies*

The session explores financial aspects of district consolidation: due diligence, strategic and financial planning, fiscal analysis and long-term forecasting, and using the financial data in decision making. The story of the two Kensington districts provides a case study.

Teamwork Makes the Dreamwork - How to Focus on Your Team for Success

Roland Williams and Naomi Lue, Castro Valley Sanitary District

CVSan has built a strong team that has fueled an award-winning organization. We will discuss the tactics and approach to our teambuilding program that has been in place for more than 20 years. The process we use is effective, affordable and fun!

Building Financial Sustainability in Special Districts

Josh Byerrum and Samantha Prall, Platinum Strategies Inc

Strategies for long-term fiscal health: establish reserve policies, forecast multi-year budgets, manage revenue volatility, balance restricted/unrestricted funds, and apply lessons from water, fire, and resource district case studies.

Top 10 Board Member Best Practices

Justin Scott-Coe, CSDM, and Sandra Rose, Monte Vista Water District

Building on 25 years of experience as a Board Member and President at Monte Vista Water District, Sandra Rose will offer practical insights on navigating board dynamics, partnering effectively with management, and handling the realities of public sector politics. This 2025 CSDA Board Member of the Year will also discuss sustaining balance and purpose throughout a long service commitment.

AI-Era Leadership: Human Skills That Can't Be Automated

Lisa Kjellstrom, CPS HR Consulting

With AI taking over tasks, what's left for leaders? Everything that makes us human. In this forward-focused course, we'll explore the uniquely human traits that define 21st-century leadership - empathy, ethics, communication, creativity - and how to sharpen them in an age of automation. Future-proof your leadership today.

5:00 - 6:30 pm

Mix and Mingle in the Exhibit Hall



Stop by the exhibit hall for one final chance to chat with the exhibitors, enjoy a drink and hors d'oeuvres, and enter for more chances to win one of our fabulous prizes!

The exhibit hall closes on Tuesday, August 25 at 6:30 pm

Reception is included in full conference registration.



SCHEDULE

Wednesday, August 26, 2026

7:00 am - 6:00 pm

Registration Open

8:00 - 8:30 am

SDRMA Sponsored Full Plated Breakfast

Breakfast is included in the full conference registration.




8:30 - 10:30 am

General Session Keynote

THINKING INSIDE THE BOX:

How Tough Times Fuel True Creativity and Innovation

Kyle Scheele, Innovation and Leadership Speaker, Champion of Crazy Ideas, Accidental TikToker (3M+ Followers), Author

Sponsored by: 

We've all said it: "If only I had _____, then I could do _____."

We're convinced that the only thing standing between us and our best work is more money, more time, more resources, more buy-in, a better team, a better boss, a better piece of software... the list goes on.

But the truth is, real creative work thrives within constraints.

True creative work exists in the gap between what you have and what you think you need. After all, if you had everything you needed, you wouldn't need creativity at all.

True creativity showed up when the Apollo 13 astronauts had to make square filters fit round tubes. It showed up when a global pandemic made in-person work a liability. And it'll show up for you too, once you let go of your misguided beliefs about what true creativity requires.

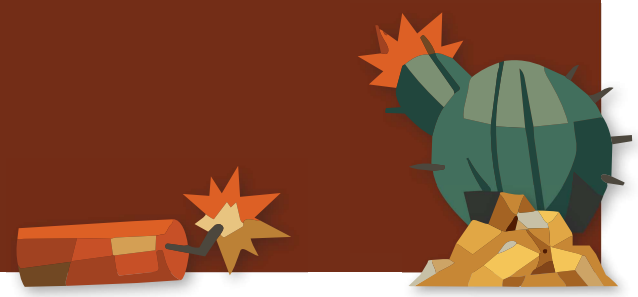
In this talk, Kyle will:

- ▶ Show how constraints are the breeding ground for creativity.
- ▶ Identify the difference between constructive constraint and restrictive constraint.
- ▶ Help reframe the constraints in your organization and find the solutions you've been searching for.
- ▶ Walk through tools and exercises to break through creative blocks.

Awards Presented:

- ▶ SDRMA Safety Awards
- ▶ SDLF Transparency Certificate of Excellence
- ▶ SDLF District of Distinction

All registered conference attendees welcome.



10:45 am - 12:00 pm

Breakout Sessions

Strategic Planning for Special District Boards and Managers

Rock Rockenbach, Rock Solid Options

Practical approaches for boards and managers to develop strategic plans that align policy and execution, translate priorities into actionable projects, and move ideas from vision to implementation.

The Playbook for Responding to Catastrophic Injuries

Jeff Rush, California JPIA

Debbie Yokota, ARM, CPCU, CSDM, Special District Risk Management Authority

Catastrophic work injuries occur on a regular basis to employees at public agencies of all sizes. These life-changing claims are complex, individualistic and require much higher standards of coordination and communication. Jeff Rush will draw on over three decades of experience to address what to do during each step of the process, the parties who will assist you and your employee and the one tip you can use to reduce the likelihood that your employee retains an attorney.

Emergency and Disaster Preparedness for Board Members

Michael Saunders, Georgetown Divide Public Utility District

This session provides board members with a practical overview of how to prepare for, respond to, and recover from emergencies and disasters. Participants will explore steps they can take now to position themselves and their agencies for an effective response, including key policies and plans that should be in place and personal preparedness considerations. The session will cover the board's role before, during, and after an emergency; how responsibilities—particularly those of the Board President—may shift during a crisis; and best practices and strategies for communication, including working with staff and the public. The goal is to ensure board members understand their governance role, support management appropriately, and can navigate their district before, during and after an emergency.

Hiring Retirees the Right Way

Steven Berliner and John LaCrosse, Liebert Cassidy Whitmore

With workforce shortages and institutional knowledge loss accelerating, public agencies are relying on retired annuitants as a practical solution more than ever. But rehiring retirees comes with a thicket of legal requirements, from strict limitations on the work they can perform to the 180-day sit-out rule, plus limits on hours and wages. This session walks through what you can and can't do under the law and CalPERS' guidance, plus CalPERS enforcement

procedures and penalties. The presenters will share their extensive experience in these matters, offering practical tips and best practices for structuring assignments that meet your agency's needs without putting retiree pensions or agency compliance at risk.

How Special Districts Can Integrate AI Into Their Operations

Kevin Benson, VC3

Artificial Intelligence is no longer just for large cities or private-sector organizations - it is increasingly accessible and practical for special districts of all sizes. This session will provide a clear, real-world look at how AI can be applied across district operations to improve efficiency, enhance service delivery, and support better decision-making. Attendees will learn how AI tools can streamline administrative tasks, assist with customer service, improve asset and infrastructure management, and unlock insights from existing data. The session will focus on practical, low-risk entry points, including the use of tools already available, as well as considerations around governance, data security, and public transparency.

Stop Being Conflicted - Conflicts of Interest 101 and Legal Updates

Jeff Frey and Kevin Harris, Atkinson, Andelson, Loya, Ruud & Romo

Every public employee risks encountering conflict-of-interest issues without a solid understanding of California's conflict-of-interest laws. Simply reading the statutes and regulations often isn't enough, as the law's nuances can be complex and challenging to interpret. This presentation will provide an overview and legal updates on conflicts of interest, including Government Code section 1090, the Political Reform Act, and common law conflicts.

Reserves & Investment Policies: How Much Is Enough and What Your Policies Should Actually Say

Rick Wood, CSDA

Everyone agrees reserves matter...until someone asks why you're "sitting on all that money." This session cuts through the confusion around reserve targets, giving you the language to explain and defend your position with boards, the public, and auditors, while also examining when tapping reserves is actually the right call. We'll go beyond boilerplate investment policies to tackle the liquidity vs. yield tension, how to update policies in volatile markets, and what auditors and rating agencies are really looking for. Walk away with practical tools to defend your reserve levels and a sharper policy framework to back them up.



Wednesday, August 26, 2026

Zero Carbon, Full Throttle: No Excuses, Just Implementation

Dan Muelrath, Wayne Weaver, Kait Knight, and Jennifer McCoy, Diablo Water District

Learn how Diablo Water District is driving full-throttle toward zero carbon by 2027, sharing real-world lessons from green buildings, renewable fuels, and solar projects — with a focus on implementation over excuses.

11:00 am - 12:00 pm

SDLF Board and Annual Meeting

12:15 - 2:30 pm

Policy and Practice - A Legislative and Legal Update

CSDA Advocacy and Legal Affairs Team

Trying to keep up with the relentless action affecting special districts in our Capitols and Courts? Catch-up on the biggest legislative, budgetary, and legal issues impacting local governments and the communities they serve. This session will cut through the noise and provide a high-level overview of the key public policy matters that truly do matter most to our membership.

Awards Presented:

- ▶ Innovative Project/Program of the Year Award (large district)
- ▶ Innovative Project/Program of the Year Award (small district)
- ▶ Exceptional Public Outreach & Advocacy Award (large district)
- ▶ Exceptional Public Outreach & Advocacy Award (small district)
- ▶ Ralph Heim Exceptional Outreach & Advocacy Award
- ▶ CSDA Lifetime Achievement Award

Lunch is included in the conference registration.

2:45 - 3:45 pm

Breakout Sessions

International Water Partnership Strengthens Communities Across Borders

Tom Coleman and Dusty Moiso, Rowland Water District

This year-long initiative, supported by the Asian Development Bank's Water Organizations Partnerships for Resilience (WOP4R) program, established a twinning partnership through which Rowland Water District provided

mentorship and technical guidance to Norzagaray Water District (Philippines) to enhance operations, reduce water loss, and strengthen accounting practices.

Your Wish Is My Command - How to Efficiently Manage CPRA Requests

Kevin Harris and Nicolle Falcis, Atkinson, Andelson, Loya, Ruud & Romo

California public agencies are receiving an increasing number of California Public Records Act requests from the public. While it is essential to respect constituents' constitutional rights, managing requests that involve large volumes of documents can be challenging. Public entities must strike the right balance, protecting rights to access public information while minimizing operational burdens of these CPRA requests. This presentation will provide an overview of CPRA laws, practical guidance on responding to CPRA requests, key exemptions/privileges, conducting efficient searches of responsive documents, and strategies for managing voluminous/vexatious CPRA requests.

How to Properly Tender Property Liability Claims and What to Expect

Roberto Lozano, Special District Risk Management Authority

A discussion on the principles of tendering / risk transfer with specific focus on practical application. Focus will be on best practices for tendering new claims to subcontractors/vendors and effective strategies to secure timely and positive outcomes with real world case examples.

What You Don't Know Can Hurt You: Social Security Coverage Issues for Public Agency Employees

Nancy G. Hilu, Hanson Bridgett, LLP

This session will focus on Social Security coverage basics, potential coverage pitfalls and associated liability your agency may face, what agencies can do to ensure their employees have coverage, when intended, and how to use the modification process to obtain Social Security coverage as well as other ways to reduce your agency's risk in this area.

Financial Technology and Innovation in Special District Finance

Josh Byerrum and Samantha Prall, Platinum Strategies, Inc.

Leverage modern accounting/payroll systems for efficiency and transparency. Select and integrate software, utilize data analytics for informed decisions, and train staff to optimize financial operations using innovative tools.



Wednesday, August 26, 2026

Postscript to the Lunch General Session Legislative and Legal Update

CSDA Advocacy and Legal Affairs Team

Did you leave today's Legislative and Legal Update Luncheon still hungry for more? That's what the "Postscript" breakout session is for. Here's your chance to meet with the heads of CSDA's advocacy and legal team in a smaller setting designed to address your questions related to the topics presented earlier during the general session. P.S. Be sure to bring your notes and plenty of questions – this is intended to be one big Q&A session.

One Voice, Clear Expectations: How Boards Can Get General Manager Evaluations Right

Martin Rauch, Rauch Communication Consultants, Inc.

Learn a practical, strategic approach to General Manager performance evaluations that strengthens board–manager relationships, clarifies expectations, aligns with goals, and helps boards deliver fair, effective evaluations with one voice.

Unlocking Your Agency's Future: Succession Planning Through Talent Development

Christine Martin, Tripepi Smith

Jason Hays, Tahoe-Truckee Sanitation Agency
Sean Barclay, Tahoe City Public Utility District

Succession planning is no longer optional for agencies facing retirements, competitive hiring markets, and evolving leadership demands. This session explores practical strategies to intentionally attract, develop, and retain talent with an eye toward long-term leadership continuity. Learn how to identify critical roles, build internal career pathways, and position your agency as an employer of choice—ensuring institutional knowledge is preserved and future leaders are ready when transitions occur.

2:45 - 3:45 pm

CSDA Finance Corporation Board and Annual Meeting

4:00 - 5:00 pm

Breakout Sessions

From Insight to Influence: Developing Political Acumen

Mary Egan, Cathy Capriola, and Tasha Tervalon, MRG LLC

Learn to lead with political acumen—a core leadership competency. Build insight, integrity, and influence to

navigate complexity, drive impact, and elevate your leadership in any environment.

Public Funds Investing 101: Compliance, Safety, and Strategy

Sarah Meacham and Bob Shull, California CLASS

This presentation will discuss the basics of investing your agency's public funds in compliance with the California Government Code and simple strategies to maintain a safe, liquid, and productive investment portfolio.

Trail Blazers: New and Future GM Meetup

Justin Scott-Coe, CSDM, Monte Vista Water District

Scott Carroll, CSDM, Costa Mesa Sanitary District

This engaging and interactive breakout session is designed exclusively for new and aspiring General Managers. "Trail Blazers" is your opportunity to connect with peers, share experiences, and gain valuable insights into the dynamic role of serving as a general manager. Whether you're new to the position or setting your sights on the next horizon in your career, gain practical strategies, leadership tools, and industry best practices to navigate the challenges ahead.

Internal Controls for Small Staff

Roger Martinez, Vasquez + Company, LLP

For districts with small teams, internal controls must be practical, flexible, and sustainable. This session will highlight simple, high-impact practices - including technology-enabled controls - that strengthen oversight without adding headcount. Topics include segregation-of-duties alternatives, workflow and approval automation, and policy-based controls that improve transparency. We'll also discuss right-sized options, such as shared services, and third-party providers to reduce key-person risk and improve control consistency. Attendees will leave with actionable ideas and low-cost solutions they can apply immediately.

Are You ADA Compliant? Tackling Website and PDF Accessibility

Mac Clemmens, Streamline, powered by CivicPlus

Learn how to assess ADA compliance across websites and PDFs, improve accessibility, and apply practical tools and strategies to build an inclusive, compliant digital presence for your community.



Wednesday, August 26, 2026



5:00 - 6:00 pm

SDRMA Member Reception (by Invitation Only)

Mosey on over for some refreshments, vittles and a chance to win raffle prizes before heading to the Taste of the City reception. Network with your fellow SDRMA members and get to know the friendly ranch hands of the SDRMA crew!

Electronic invitation to follow in early August

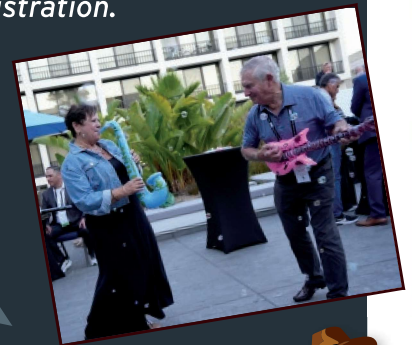
6:00 - 9:00 pm

Taste of the City – Boots & Bites



Pull on your boots for Taste of the City – Boots & Bites, an evening of local flavors, great company, and Western style fun. Enjoy line dancing lessons and live performances with the Kentucky Stompers and DJ Rick and take part in a silent auction benefiting the Special District Leadership Foundation.

Reception is included with full conference registration.



SCHEDULE Thursday, August 27, 2026

8:00 - 10:00 am

Stronger Together: A District Collaboration Breakfast

Join district elected leaders and staff for a closing breakfast focused on reflecting, connecting, and carrying relationships forward. This session offers time to meet others from similar district types, share perspectives, and continue conversations started throughout the conference. Wrap up the event by strengthening professional connections and reinforcing the collaborative approach that supports effective public service across California.

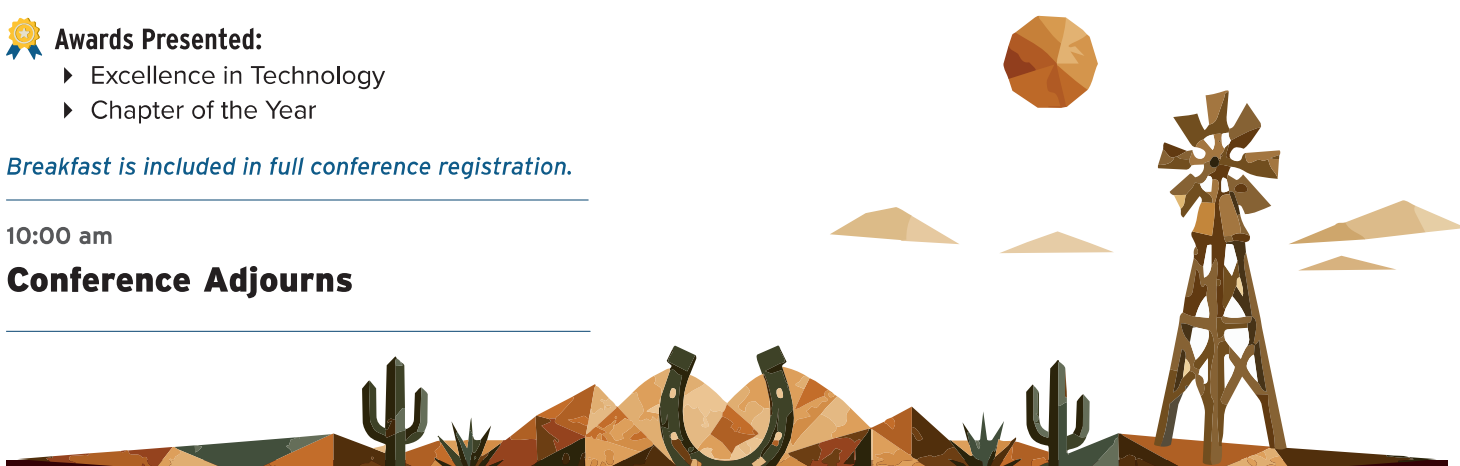
Awards Presented:

- ▶ Excellence in Technology
- ▶ Chapter of the Year

Breakfast is included in full conference registration.

10:00 am

Conference Adjourns



Registration Fees

Save \$\$\$ by registering early!

Early Bird (on or before July 22, 2026)

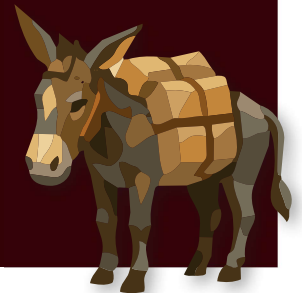
- Member (Full Conference) \$890
- Non-member (Full Conference) \$1,780
- Guest of a CSDA Member* - Full Conference \$460
- Guest of a CSDA Non-member* - Full Conference \$920
- Member (One-day Registration) \$495
- Non-member (One-day Registration) \$990

Regular Registration (After July 22, 2026)

- Member (Full Conference) \$990
- Non-member (Full Conference) \$1,980
- Guest of a CSDA Member* - Full Conference \$565
- Guest of a CSDA Non-member* - Full Conference \$1,130
- Member (One-day Registration) \$530
- Non-member (One-day Registration) \$1,060

*Guest registration includes all meal functions, receptions (including Taste of the City), and Keynote sessions. Guests cannot be from a district or from a company that serves districts. We also offer a Taste of the City-only guest registration, as well as a Party Pack guest registration, which includes all three evening receptions.

Not sure if you are a member? Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the many benefits of CSDA membership contact Member Services at membership@csla.net or 877-924-2732.





Attendee Registration Form

Hotel Reservations

JW Marriott Desert Springs Resort & Spa

CSDA room reservations at the JW Marriott Desert Springs Resort & Spa in the CSDA block are available starting at the rate of \$159 plus discounted \$20 resort fee plus tax. The room reservation cut-off is July 22, 2026; however, space is limited and may sell out before this date.

One night's non-refundable room and tax will be charged on July 22, 2026 for rooms reserved in the CSDA room block.

Full Conference Registration Fees Include:

- ▶ President's Reception with the Exhibitors on Monday
- ▶ Keynote Sessions
- ▶ Continental Breakfast with the Exhibitors on Tuesday
- ▶ Lunch with the Exhibitors on Tuesday
- ▶ Mix and Mingle in the Exhibit Hall on Tuesday
- ▶ SDRMA Full Plated Breakfast on Wednesday
- ▶ Legislative Update Luncheon on Wednesday
- ▶ All Breakout Sessions on Tuesday and Wednesday
- ▶ Taste of the City Reception on Wednesday
- ▶ Closing Breakfast on Thursday

Three Ways to Register

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

Name:		Title:		
District:				
Address:				
City:		State:	Zip:	
Phone:		Fax:		
Email:		Website:		
Special Needs (including dietary)		First time attending the CSDA Annual Conference & Exhibitor Showcase? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Emergency Contact:				
Conference Registration Fees		Early Bird (on/before July 22, 2026)	Regular (after July 22, 2026)	SUBTOTAL
<input type="checkbox"/> CSDA Member - Full Conference		\$890	\$990	
<input type="checkbox"/> Non-member - Full Conference		\$1,780	\$1,980	
<input type="checkbox"/> Guest of a Member - Full Conference* (Cannot be from a district/company) <input type="checkbox"/> Vegetarian		\$460	\$565	
<input type="checkbox"/> Guest of a Non-member - Full Conference* (Cannot be from a district/company) <input type="checkbox"/> Vegetarian		\$920	\$1,130	
<input type="checkbox"/> CSDA Member - One-day registration <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday		\$495 each day	\$530 each day	
<input type="checkbox"/> Non-member - One-day registration <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday		\$990 each day	\$1,060 each day	
*Guest registration includes all meal functions, receptions (including Taste of the City), and keynote sessions. We also offer a reception only (Party Pack) and Taste of the City only guest registration.				
Separate Registration Fees		Member	Non-member	SUBTOTAL
<input type="checkbox"/> Pre-Conference Workshop: SDLA Module 1: Governance Foundations - Aug. 24		\$325	\$650	
<input type="checkbox"/> Pre-Conference Workshop: Three Required Trainings for Today's Special Districts - Aug. 24		\$325	\$650	
<input type="checkbox"/> Pre-Conference Workshop: So, You Want to Be a General Manager? - Aug. 24		\$130 CSDA Member/Non-member		
<input type="checkbox"/> SDLF Scramble for Scholarships Golf Outing - Aug. 24		\$125 (includes F&B voucher)		
<input type="checkbox"/> Pre-Conference Tour: Blazing Paddles Pickleball and Desert Recreation District Tour - Aug. 24		\$50		
<input type="checkbox"/> Taste of the City Reception (Guests only) - Aug. 26		\$105	\$210	
<input type="checkbox"/> Guest Party Pack (admission to President's Reception, Mix & Mingle, and Taste of the City)		\$250	\$500	
TOTAL				
Payment Information				
Payment type: <input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover				
Account name:			Account Number:	
Expiration date:	Zip Code:	CVC:	Authorized Signature:	

Cancellations/Substitution Policy: Cancellations must be in writing and received by CSDA no later than July 22, 2026. All cancellations received by this date will be refunded less a \$100 processing fee. There will be no refunds for cancellations made after July 22, 2026. Substitutions to another attendee are possible but only for Annual Conference (not transferable to another conference) and must be done in writing no later than August 12, 2026. Please submit any cancellation notice or substitution request to meganh@csda.net or fax to 916-520-2465.

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

Anti-Discrimination and Harassment Policy: CSDA is dedicated to a harassment-free event experience for everyone. Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at www.csdanet.net/about-csda/who-we-are.



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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: E.5 **Consider Approval of the FY2026-27 Budget and Approve Resolution 2026-22 Establishing Gann Limits for FY2026-27**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

1. Staff recommend that the Board review, take public comment, and approve the FY2026-27 Budget; and
2. Approve Resolution 2026-22 establishing Gann Limits for FY2025-26

Discussion:

The proposed FY2026-27 Budget does not differ significantly from the draft budgets that were presented to the board earlier this year. However, a notable difference to the Streetlight Fund has been identified. As presented in the original CIP budget, the Streetlight Fund will purchase a boom truck in FY2026-27. Being a governmental fund, this will affect Streetlight's Net Income and cause a deficit of \$82,967. Despite the annual deficit, Streetlight's Fund is projected to end FY2026-27 with a positive net position of \$111,771.

For the purposes of this proposal, the salary and benefits costs are based on the methodologies agreed upon during the last employee negotiations which took place during FY2024/25. Other operating costs are estimated based on estimated actuals for FY2025/26 with inflation considerations.

In 2023, the property owners of McKinleyville voted to increase the Measure B assessment amount. The 2026-27 Draft Measure B budget is based upon the revenues estimated on the 2026-27 Engineers Report for Property Assessments. Staff are fully aware that the Measure B fund is currently showing a deficit of approximately \$352,275 as reported in the 2024-25 Audit. With current Fiscal Year estimated actuals and continuous budgeting for FY2026-27, the Measure B Deficit is projected to improve to (\$4,003) by June 30, 2027.

All operating budgets have been adjusted to reflect revised premium projections from the District's health insurance provider, CalPERS contribution valuations, and General Liability and Worker's Comp Insurance estimates. Please note the large increase in General Liability Insurance. This increase is due to an internal audit of fixed assets that was conducted during fiscal year 2025-26 and ensuring all assets were covered by insurance.

Fixed Cost	FY25-26	FY26-27	% Change
Worker's Compensation Insurance	\$78,369	\$74,650	-4.75%
Health Insurance	\$1,075,165	\$1,142,076	6.22%
General Liability Insurance	\$172,971	\$241,634	39.70%
CalPERS PEPRA Employer Portion-Incl. UAL	\$104,899	\$119,937	14.33%
CalPERS Classic Employer Portion-Incl. UAL	\$389,131	\$414,548	6.53%

The total minimum required employer contribution for CalPERS PEPRA and Classic is the sum of the Plan's Employer Normal Cost Rate, expressed as a percentage of payroll and paid as payroll is reported, plus the Employer Unfunded Accrued Liability (UAL) Contribution Amount, billed monthly or paid annually in dollars. The values expressed in this table are the fixed UAL costs. The Employer Normal Cost Rate for Classic is 11.92% and for PEPRA is 7.93%.

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

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

Budgetary fiscal analysis: see summaries in proposed FY2026-27 Budget.

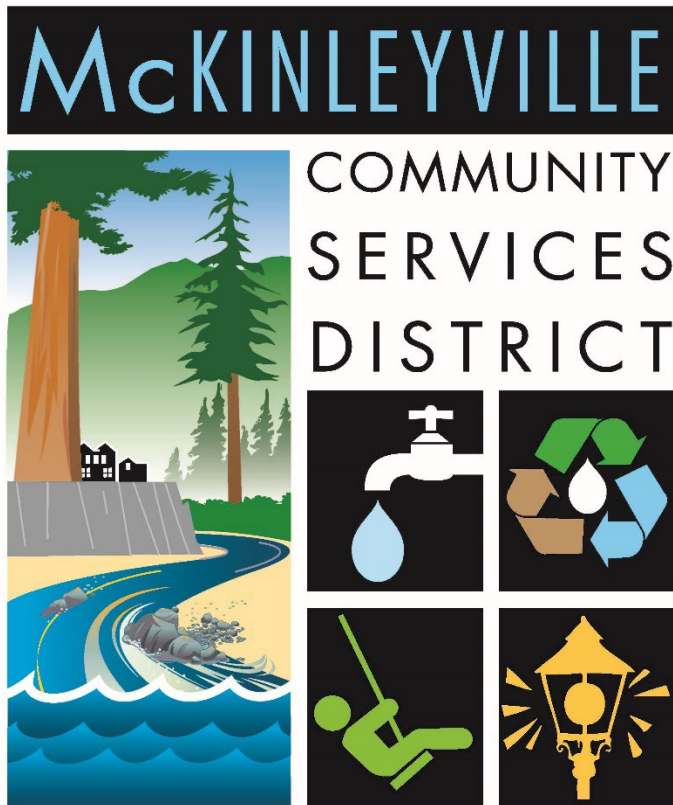
Gann Limit fiscal analysis: As the proposed expenditures subject to the Limit are \$234,728 under the Gann Limit threshold, no additional analysis is required.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – Proposed Budget for FY2026-27
- Attachment 2 – Resolution 2026-22



BUDGET

For the Fiscal Year Ending June 30, 2027

Adoption Date: June 3, 2026

MCSD BOARD OF DIRECTORS

Dennis Mayo, President
David Couch, Vice President
Gregory P. Orsini, Director
Scott Binder, Director
James Biteman, Director

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

For the Fiscal Year Ending June 30, 2027

INTRODUCTION AND BUDGET GUIDE

This budget is intended to serve as a management tool for the operation of the McKinleyville Community Services District (MCSD) during fiscal year July 1, 2026 through June 30, 2027. The Budget sets forth goals and priorities for staff to accomplish during the year in the four district operating departments. This budget is dynamic in that it can be amended as the Board adds goals and changes priorities.

- Page 3 includes information about McKinleyville and the McKinleyville Community Services District.
- The Mission Statement, estimated Full-Time Employee Equivalents for the fiscal year, and the Organizational Chart are included beginning at Page 5.
- Budgets and accompanying graphs for the Governmental Funds & the Enterprise Funds are shown beginning at Page 8. Detailed line-item budgets are available for review by the Board and the public but are not included in this policy-level document.
- Historical Data is presented beginning at Page 15.
- MCSD's Capital Improvement Program Budgets, Exhibit 11, start on Page 19. Narratives are shown in Appendix A, beginning at Page 28.
- A summary of the MCSD's Board current Strategic Plan 2024-2029 is shown in Appendix B, beginning at Page 33
- The Appropriations Limit calculations required by law for the Fiscal Year 2026-27 are included in Appendix C, starting on Page 44.

DESCRIPTION OF THE COMMUNITY

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

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

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

The McKinleyville Union School District was founded in 1948 and includes Dow's Prairie School, McKinleyville Middle School and Morris School. MUSD is McKinleyville's largest employer with an average annual payroll of \$6.6 million. Graduates of MUSD attend McKinleyville High School, which was opened for the fall 1961 school year. Mack High is one of three high schools in the Northern Humboldt Union High School District.

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

DESCRIPTION OF THE DISTRICT

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

MCSD's principal activities include water, sewer, parks, recreation, street lighting and open space maintenance services. In recent years, the District has dramatically expanded its recreational services by developing approximately 44 acres of community parks: Hiller Park Playground and Picnic Area, Hiller Park Loop Trails, Hiller Sports Complex, Pierson Park and Larissa Park. In addition, the District has constructed state-of-the-art buildings to provide indoor sports and recreation (McKinleyville Activity Center), a community activities center (Azalea Hall), a Teen and Community Center, and a library (a branch of the Humboldt County Library). In 1999, the Mad River Rotary Club completed the fund-raising and construction of a Law Enforcement Facility on District land adjacent to the Library and Azalea Hall. The facility was then donated to the District and is leased to the Humboldt County Sheriff's Department. In January 2024 the District closed escrow on 599 acres of timberland that is now the McKinleyville Community Forest and in 2025 MCSD began construction of its BMX Track and Park.

MCSD purchases its wholesale water supply from the Humboldt Bay Municipal Water District, which diverts water from its million-gallon tank on Essex Hill under the Mad River to MCSD's Grant A. Ramey Pump Station at North Bank and Azalea Roads. Water is then pumped to storage tanks at McCluski Hill, Cochran Road and Norton Road; MCSD's seven storage tanks have a combined capacity of 9.75 million gallons, approximately a 90-hour supply for our 5,850 water customers.

All sewage for MCSD's 5,200 customers is treated at the Wastewater Management Facility at Hiller Park. MCSD maintains approximately 73 miles of sewer mains. MCSD recycles treated wastewater for agricultural irrigation at the Fischer Irrigation Site, Pjalorsi Irrigation Site, and at Hiller Park. With a major upgrade of the Wastewater Management Facility completed in 2019, MCSD is committed to maintaining its sewage collection, treatment and disposal systems as a model for other communities.

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

**McKINLEYVILLE COMMUNITY SERVICES DISTRICT
MISSION STATEMENT**

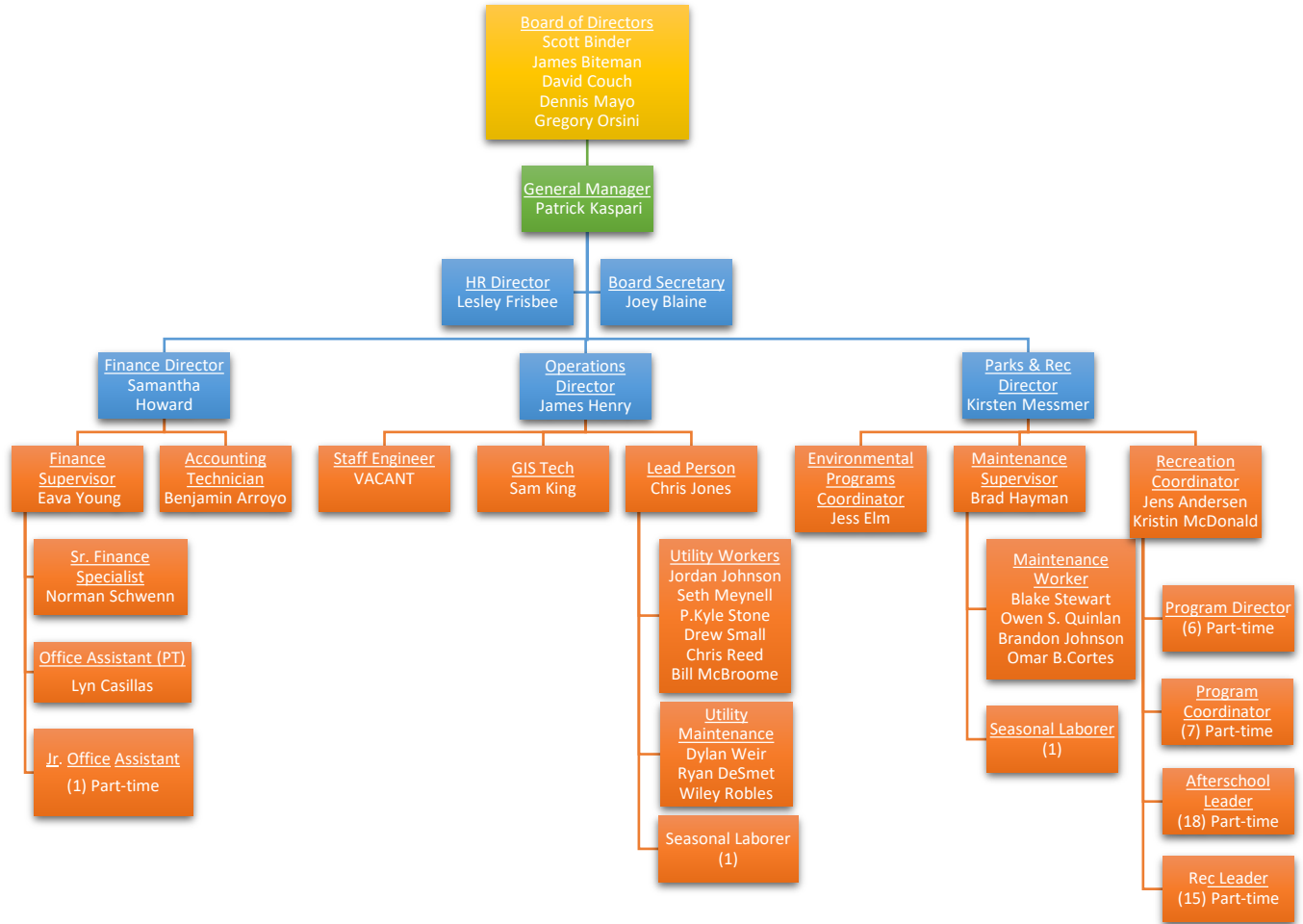
McKinleyville Community Services District provides authorized services fundamental to the health and well-being of the community.

**Estimated Employee Full Time Equivalents
For the Fiscal Year ending June 30, 2026**

	Full-Time Benefitted	Part-Time & Seasonal
General Manager	1	0
Finance & Administration	6	2
Operations	14	1
Parks & Recreation	9	47
Total	30	50

McKinleyville Community Services District Organization Chart: Fiscal Year 2025-26

Revised May 2025



McKinleyville Community Services District
Exhibits of Financial Information
Budget for the year ending June 30, 2026

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<i>Page 28</i>	<i>Appendix A – Capital Expenditures Overview and Narratives</i>
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**McKinleyville Community Services District
Budget Summary: Net Position - All Funds
FY2026-27**

Net Position may serve over time as a useful indicator of a government's financial position. In the case of the District, total assets and deferred outflows of resources are projected in the budget to exceed liabilities and deferred inflows of resources by \$70,692,339.25 as of June 30, 2027.

The District's total net position is made up of three components: (1) net investment in capital assets such as construction of capital projects, (2) restricted net position per the District's Reserve Policy, and (3) unrestricted net position, or liquid cash reserves.

At the end of the current Fiscal Year, June 30, 2026, the net position of the District is projected to increase from the FY24-25 by 3.21%, or \$1,794,935.47, for a total of \$55,901,857.00. An increase of approximately 23%, or \$12,995,546.78, is budgeted for FY26-27 which will result in a total net position of \$70,692,339.25.

A 6.03%, or \$1,057,779.15, decrease in total revenues is projected for the end of the current year, FY25-26, for a total of \$16,473,033.85 from all revenue sources. This compares to an increased projected revenue for the upcoming budget year, FY26-27, of 20.13%, or \$3,316,655.79, for a total of \$19,789,689.64.

Total expenditures are projected to increase at the end of the current year by 38.52%, or \$3,789,205.81, for a total of \$13,624,972.81 for all expenditure types. The overall increase projected for the coming budget year is much more mild, at 1.44%, or \$195,908.63, for a total of \$13,820,881.43 projected budgeted expenditures for FY26-27.

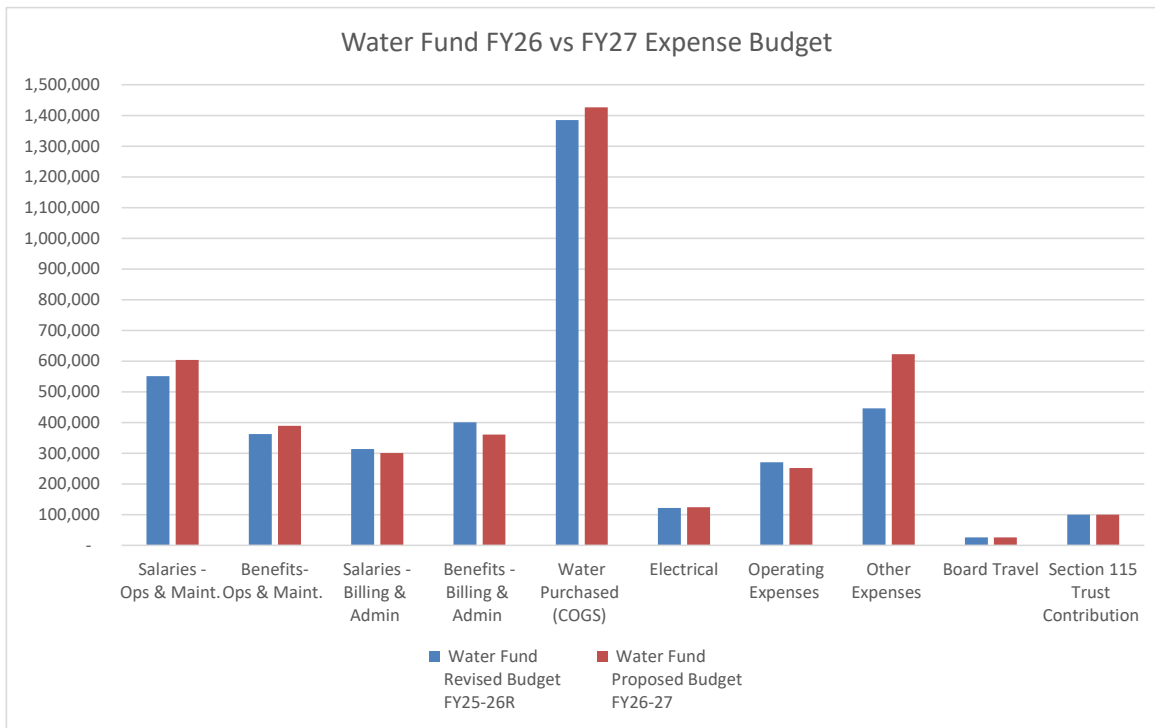
Overall net position is projected to change positively in the current fiscal year. In the Enterprise Funds, both the Water and the Sewer Funds are seeing an increase in net position due to expected proceeds of bond financing and grant revenue. In Governmental Funds, the Parks General Fund is expected to see no changes in net position as grant revenue will be offset by associated capital expenditures. The Measure B Fund is expected to see and improved overall net position due to the 2024 Measure B Assessment increase and conservative budgeting practices. The Streetlight Fund is forecasted to experience a decrease in net position due to the purchase of a new boom truck.

McKinleyville Community Services District
Summary PROPOSED Budgets - All Funds
FY 2026-27

Description	Water Fund	Wastewater Fund	Streetlights Fund	Gen'l/Parks Fund	Measure B Fund	Total (Memorandum Only)
Revenues						
Water Sales	4,800,000					4,800,000
Sewer Service Charges		4,800,000				4,800,000
Capacity Fees	75,000	100,000				175,000
Streetlight Charges			131,500			131,500
Program Fees				765,750		765,750
Facility Fees				96,650		96,650
Property Taxes				870,000		870,000
Measure B Assessment					758,425	758,425
Open Space Fees				168,443		168,443
Contributions & Other Program				1,500		1,500
Grant Revenue	1,962,000	3,000,000		1,126,000		6,088,000
Other Revenue	138,086	146,172	18,550	23,614		326,422
Contributed Construction	25,000	75,000				100,000
Proceeds from Long Term Debt (Gov't only)						-
Quimby Fees/Capital Proj. Grants				10,000		10,000
Interest Revenue	200,000	400,000	3,000	175,000	40,000	818,000
Total Revenues	7,200,086	8,521,172	153,050	3,236,957	798,425	19,909,690
Expenditures						
Salaries & Benefits - Operations & Maint.	993,085	1,074,581	3,631			2,071,297
Salaries & Benefits - Billing & Admin	661,464	665,693	39,157			1,366,314
Salaries & Benefits - Rec Programs				666,644		666,644
Salaries & Benefits- Parks Maintenance				267,464	216,666	484,130
Salaries & Benefits- Parks&Rec Admin				478,726		478,726
Section 115 Contribution	100,000	100,000	10,000	40,000		
Water Purchased (COGS)	1,426,679					1,426,679
Water & Electrical Expense	124,000	219,000	35,400			378,400
Operating Expenses	251,868	458,768				710,636
Other Expenses	622,158	622,330	52,228			1,296,716
Other Expenditures - Rec Programs				27,500		27,500
Other Expenditures - Parks Maintenance				98,900	160,240	259,140
Other Expenditures - Parks&Rec Admin				178,590		178,590
Depreciation Expense	462,090	1,632,753				2,094,843
Board Travel Expense	25,700	8,500	750	2,620		37,570
Debt Service - Gov't Funds only					113,696	113,696
Interest Expense	267,542	376,229			13,760	657,530
Parks/Meas.B Capital Expenditures			95,000	1,535,000	107,000	1,737,000
Total Expenditures	4,934,586	5,157,853	236,167	3,295,445	611,362	13,985,412
Excess (Deficit)	2,265,500	3,363,319	(83,117)	(58,488)	187,063	5,924,278
Fund Balance - July 1, 2025						
Projected Surplus (Deficit) FY2025-26	2,092,109	805,489	16,839	(236,560)	161,209	2,839,084
Debt Principal FY2025-26 (Enterprise only)	(265,724)	(787,402)				(1,053,126)
New Borrowing FY2025-26(Enterprise only)	-	-				-
Projected Fund Balance June 30, 2026	27,707,956	28,727,783	194,888	1,248,256	(191,066)	57,687,816
Budgeted Excess (Deficit) FY2026-27	2,265,500	3,363,319	(83,117)	(58,488)	187,063	5,674,278
Anticipated Borrowing FY2026-27(Enterprise)	4,588,000	3,939,000				8,527,000
Debt Principal FY2026-27(Enterprise only)	(412,981)	(937,280)				(1,350,261)
Projected Fund Balance June 30, 2027	34,148,474	35,092,822	111,771	1,189,768	(4,003)	70,538,832

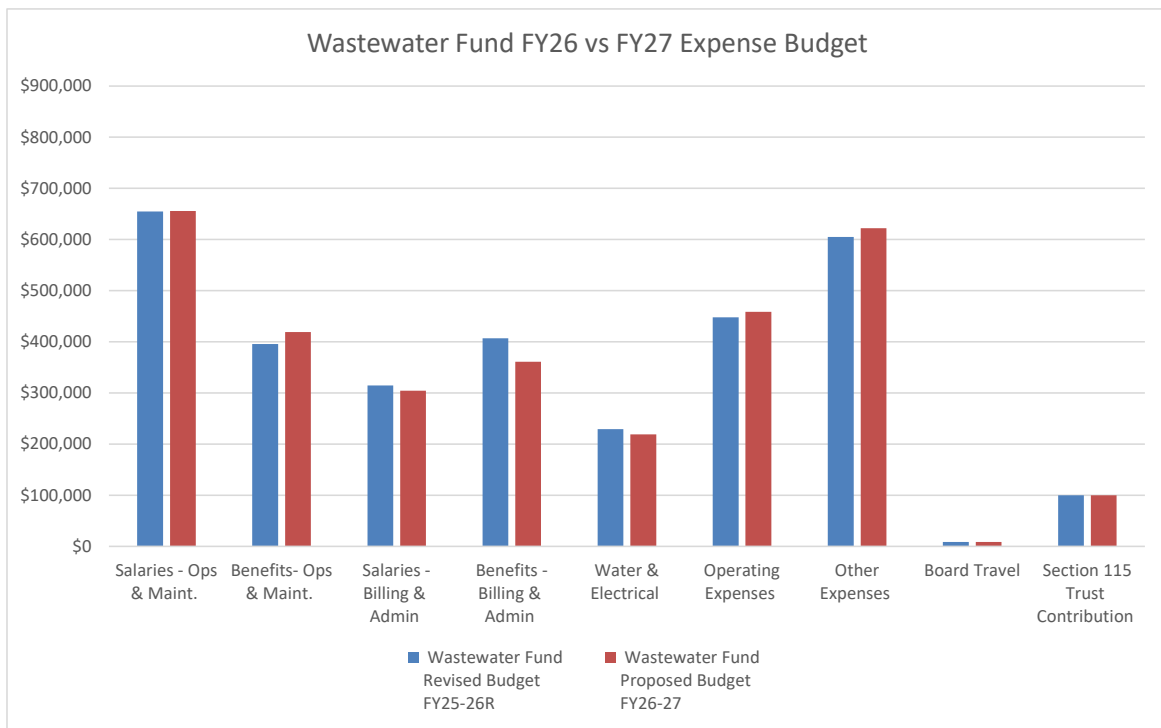
McKinleyville Community Services District
Enterprise Funds: PROPOSED Water Operating Budget
FY 2026-27

Description	Water Fund Revised Budget FY25-26R		Water Fund Proposed Budget FY26-27		Difference	
		% of Budget		% of Budget		% Change
Water Revenues						
Water Sales	4,460,000	78%	4,800,000	67%	340,000	8%
Capacity Fees	75,000	1%	75,000	1%	-	0%
Grant Revenue	875,635	15%	1,962,000	27%	1,086,365	124%
Other Revenue	75,339	1%	138,086	2%	62,746	83%
Contributed Construction	25,000	0%	25,000	0%	-	0%
Interest Revenue	200,000	4%	200,000	3%	-	0%
Total Revenues	5,710,974	100%	7,200,086	100%	1,489,111	26%
Water Expenses						
Salaries - Ops & Maint.	550,673	12%	603,576	12%	52,904	9.6%
Benefits- Ops & Maint.	362,786	8%	389,509	8%	26,723	7.4%
Salaries - Billing & Admin	313,853	7%	300,952	6%	(12,901)	-4.1%
Benefits - Billing & Admin	400,450	9%	360,513	7%	(39,938)	-10.0%
Water Purchased (COGS)	1,385,125	30%	1,426,679	29%	41,554	3.0%
Electrical	121,500	3%	124,000	3%	2,500	2.1%
Operating Expenses	270,900	6%	251,868	5%	(19,032)	-7.0%
Other Expenses	446,312	10%	622,158	13%	175,846	39.4%
Board Travel	25,700	1%	25,700	1%	-	0.0%
Section 115 Trust Contribution	100,000	2%	100,000	2%	-	0.0%
Depreciation	457,000	10%	462,090	9%	5,090	1.1%
Interest Expense	192,542	4%	267,542	5%	75,000	39.0%
Total Expenses	4,626,840	100%	4,934,586	100%	307,746	6.7%
Excess (Deficit)	1,084,134		2,265,500		1,181,365	



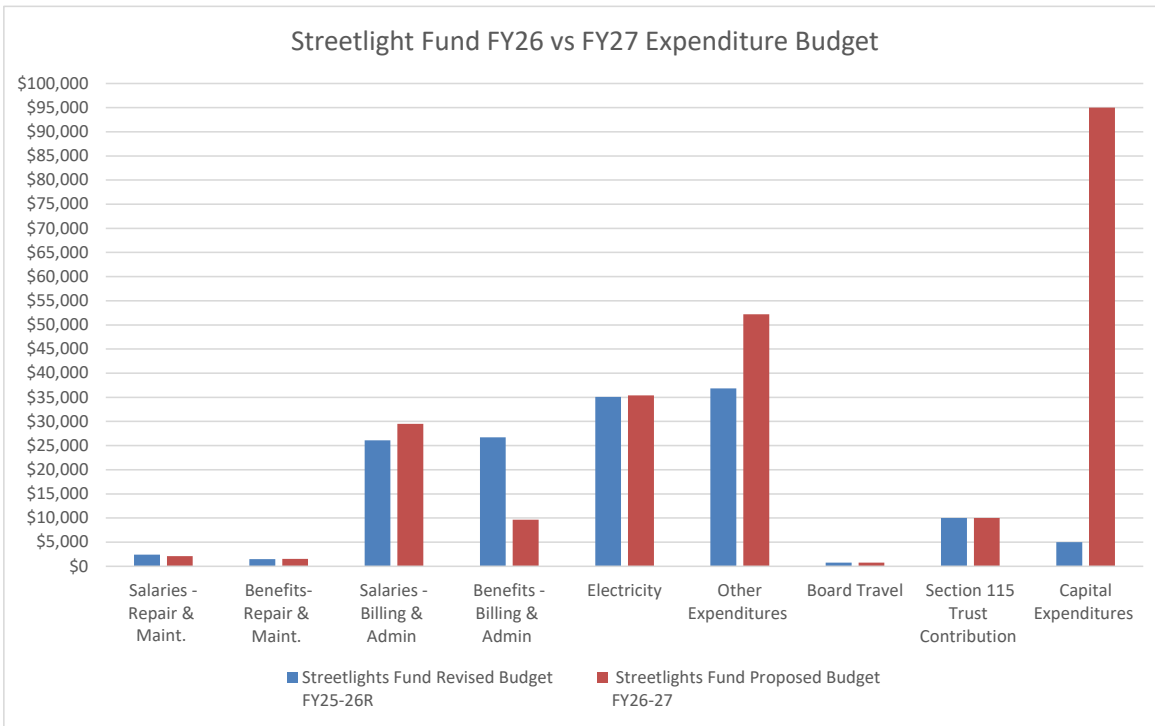
McKinleyville Community Services District
Enterprise Funds: PROPOSED Sewer Operating Budget
FY 2026-27

Description	Wastewater Fund Revised Budget FY25-26R		Wastewater Fund Proposed Budget FY26-27		Difference	
Wastewater Revenues		% of Budget		% of Budget		% Change
Sewer Service Charges	4,450,000	77%	4,800,000	56%	350,000	8%
Capacity Fees	156,200	3%	100,000	1%	(56,200)	-36%
Grant Revenue	350,094	6%	3,000,000	35%	2,649,906	757%
Other Revenue	26,752	0%	146,172	2%	119,420	446%
Contributed Construction	75,000	1%	75,000	1%	-	0%
Interest Revenue	715,000	12%	400,000	5%	(315,000)	-44%
Total Revenues	5,773,046	100%	8,521,172	100%	2,748,126	47.6%
Wastewater Expenses		% of Budget		% of Budget		% Change
Salaries - Ops & Maint.	655,001	13%	655,589	13%	589	0%
Benefits- Ops & Maint.	395,493	8%	418,991	8%	23,499	6%
Salaries - Billing & Admin	314,638	6%	304,529	6%	(10,109)	-3%
Benefits - Billing & Admin	406,788	8%	361,163	7%	(45,625)	-11%
Water & Electrical	229,000	5%	219,000	4%	(10,000)	-4%
Operating Expenses	447,800	9%	458,768	9%	10,968	2%
Other Expenses	605,071	12%	622,330	12%	17,259	3%
Board Travel	8,500	0%	8,500	0%	-	0%
Section 115 Trust Contribution	100,000	2%	100,000	2%	100,000	100%
Depreciation	1,550,000	30%	1,632,753	32%	82,753	5%
Interest Expense	376,229	7%	376,229	7%	-	0%
Total Expenditures	5,088,519	100%	5,157,853	100%	169,334	1.4%
Excess (Deficit)	684,527		3,363,319		2,578,792	



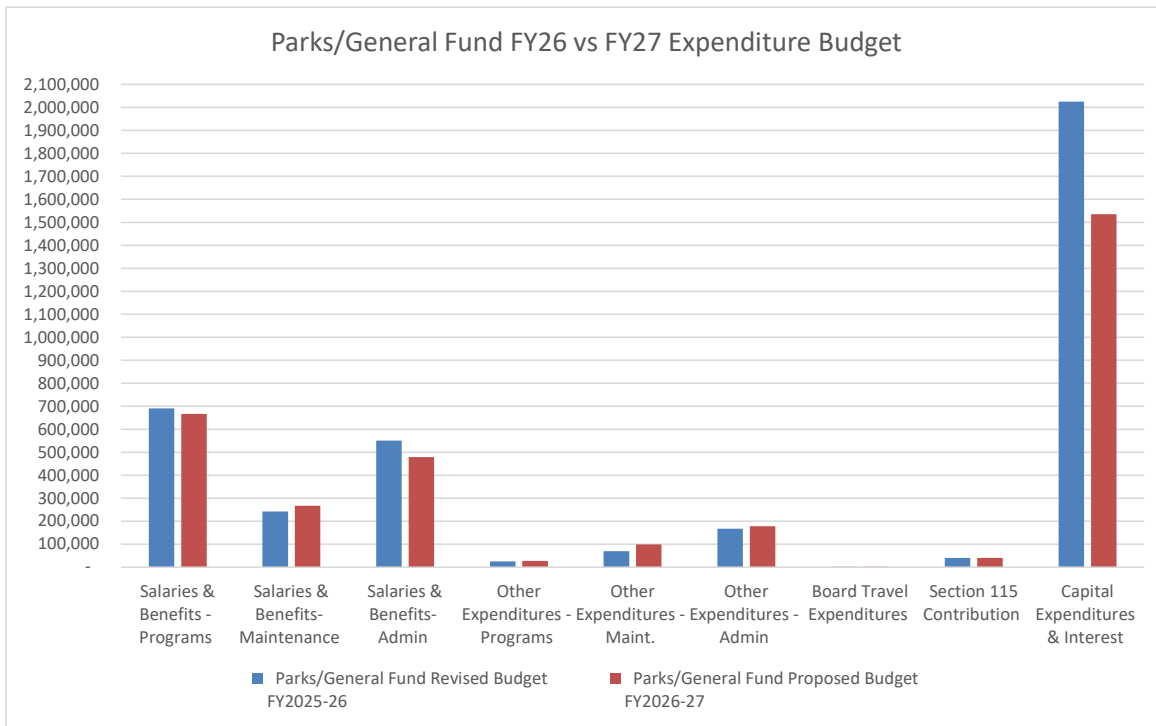
McKinleyville Community Services District
Streetlights Fund PROPOSED Operating Budget
FY 2026-27

Description	Streetlights Fund Revised Budget FY25-26R		Streetlights Fund Proposed Budget FY26-27		Difference	
Streetlight Revenues		% of Budget		% of Budget		% Change
Streetlight Charges	125,200	85%	131,500	86%	6,300	5.0%
Other Charges	18,550	13%	18,550	12%	-	0.0%
Interest Revenue	3,000	2%	3,000	2%	-	0.0%
Total Revenues	146,750	100%	153,050	100%	6,300	4%
Streetlight Expenditures		% of Budget		% of Budget		% Change
Salaries - Repair & Maint.	2,400	2%	2,091	1%	(309)	-12.9%
Benefits- Repair & Maint.	1,475	1%	1,541	1%	66	4.5%
Salaries - Billing & Admin	26,100	18%	29,498	12%	3,398	13.0%
Benefits - Billing & Admin	26,698	18%	9,659	4%	(17,039)	-63.8%
Electricity	35,100	24%	35,400	15%	300	0.9%
Other Expenditures	36,840	26%	52,228	22%	15,388	41.8%
Board Travel	750	1%	750	0%	-	0.0%
Section 115 Trust Contribution	10,000	7%	10,000	4%	-	100.0%
Capital Expenditures	5,000	3%	95,000	40%	90,000	1800.0%
Total Expenditures	144,363	100%	236,167	100%	91,804	64%
Excess (Deficit)	2,387		(83,117)		(85,504)	



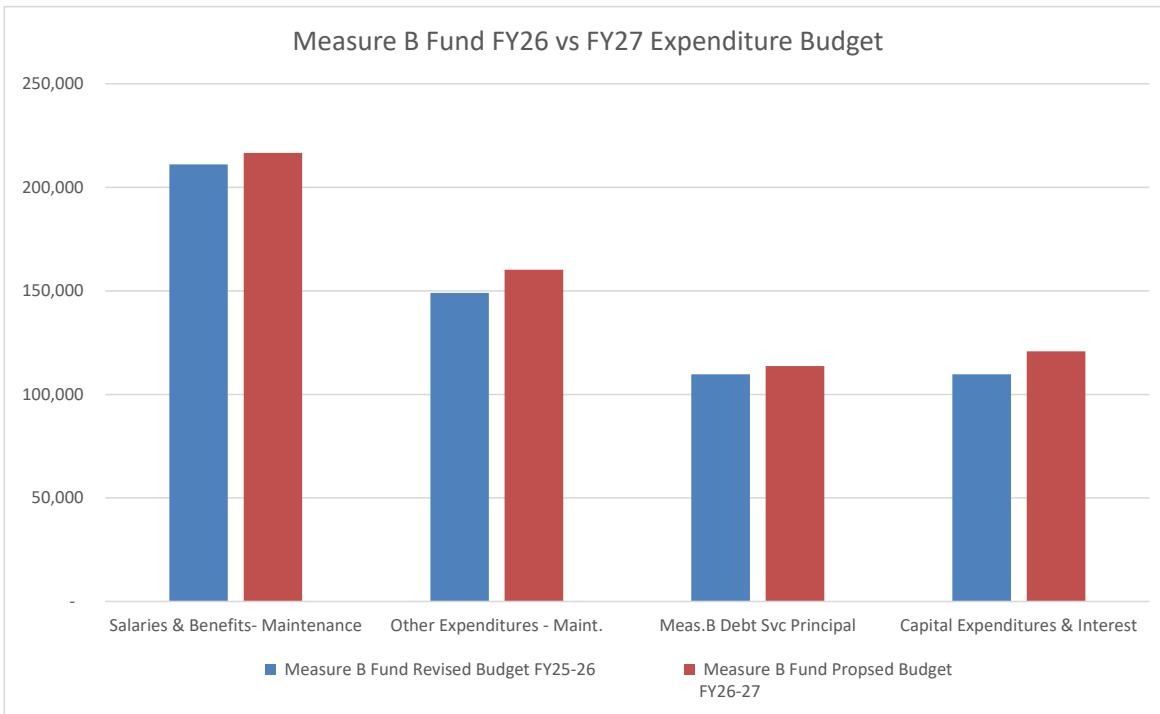
McKinleyville Community Services District
Parks/General Fund PROPOSED Operating Budget
FY 2026-27

Description	Parks/General Fund Revised Budget FY2025-26		Parks/General Fund Proposed Budget FY2026-27		Difference	
		% of Budget		% of Budget		% Change
Revenues						
Program Fees	663,634	19%	765,750	24%	102,116	15.4%
Facility Fees	102,125	3%	96,650	3%	(5,475)	-5.4%
Property Taxes	870,000	26%	870,000	27%	-	0.0%
Open Space Fees	167,141	5%	168,443	5%	1,302	0.8%
Contributions & Other Program	1,500	0%	1,500	0.0%	-	0.0%
Other Revenue	20,278	1%	23,614	1%	3,337	16.5%
Grant Revenue	1,400,000	41%	1,126,000	35%	(274,000)	-19.6%
Quimby Fees/ Grants/Loans	10,000	0%	10,000	0%	-	0.0%
Interest Revenue	175,000	5.1%	175,000	5.4%	-	0.0%
Total Revenues	3,409,677	100%	3,236,957	100%	(172,720)	-5.1%
Expenditures						
Salaries & Benefits - Programs	690,841	18%	666,644	20%	(24,196)	-3.5%
Salaries & Benefits- Maintenance	241,835	6%	267,464	8%	25,629	10.6%
Salaries & Benefits- Admin	550,985	14%	478,726	15%	(72,259)	-13.1%
Other Expenditures - Programs	25,280	1%	27,500	1%	2,220	8.8%
Other Expenditures - Maint.	69,864	2%	98,900	3.0%	29,036	41.6%
Other Expenditures - Admin	167,603	4%	178,590	5.4%	10,987	6.6%
Board Travel Expenditures	2,620	0.1%	2,620	0.1%	-	0.0%
Section 115 Contribution	40,000	1%	40,000	1.2%	-	0.0%
Capital Expenditures & Interest	2,024,600	53%	1,535,000	47%	(489,600)	-24.2%
Total Expenditures	3,813,628	100%	3,295,445	100%	(518,184)	-13.6%
Excess (Deficit)	(403,951)		(58,488)		345,463	



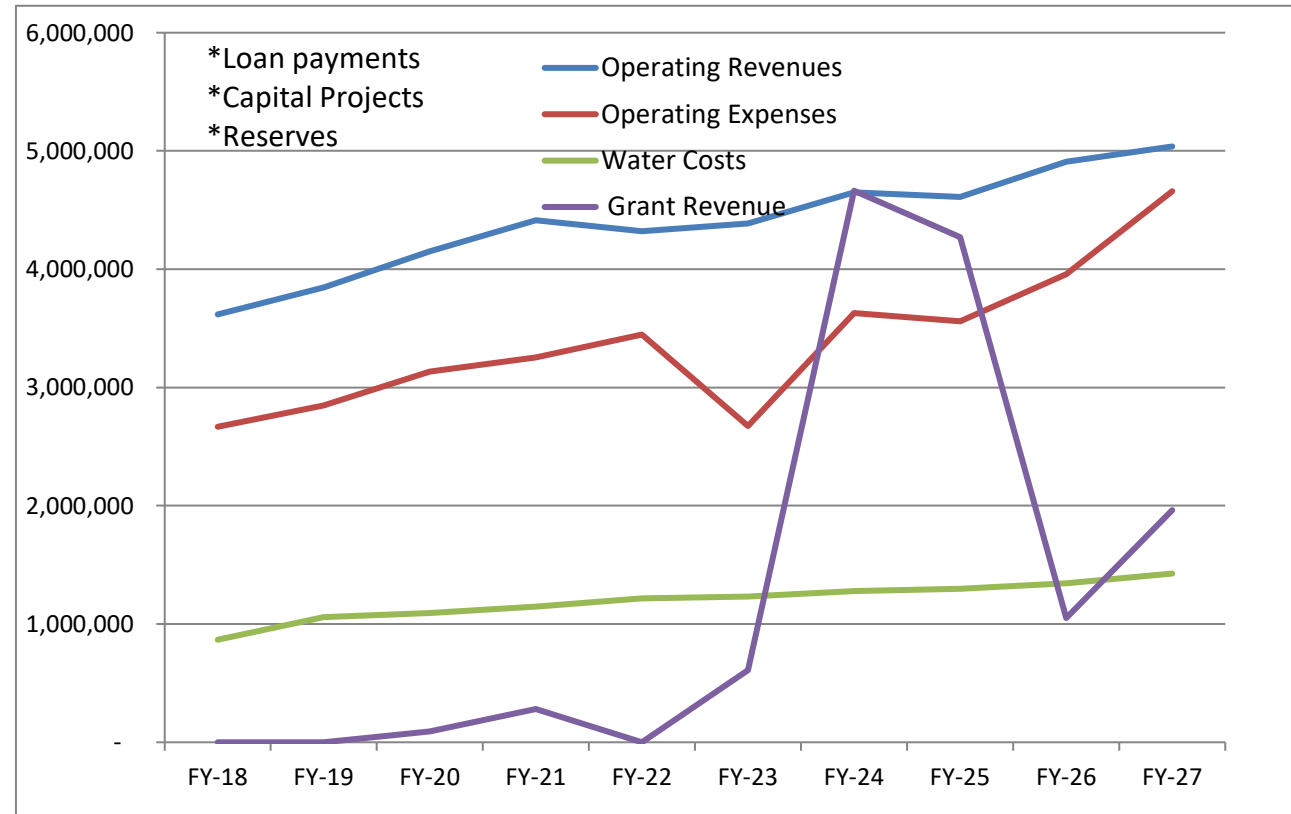
McKinleyville Community Services District
Measure B Fund PROPOSED Operating Budget
FY 2026-27

Description	Measure B Fund Revised Budget FY25-26		Measure B Fund Propsed Budget FY26-27		Difference	
		% of Budget		% of Budget		% Change
Revenues						
Measure B Assessment	693,253	95%	758,425	95%	65,172	9%
Grants/Contributions	-	0%	-	0%	-	0%
Other Revenue	-	0%	-	0%	-	0%
Proceeds from Debt	-	-	-	0%	-	0%
Quimby Fees/ ReservesDraw	-	0%	-	0%	-	0%
Interest Revenue	40,000	5.5%	40,000	5.0%	-	0%
Total Revenues	733,253	100%	798,425	100%	65,172	9%
Expenditures						
Salaries & Benefits- Maintenance	211,050	36%	216,666	35%	5,616	3%
Other Expenditures - Maint.	149,000	26%	160,240	26%	11,240	8%
Meas.B Debt Svc Principal	109,764	19%	113,696	19%	3,932	4%
Capital Expenditures & Interest	109,690	19%	120,760	20%	11,069	10%
Total Expenditures	579,504	100%	611,362	100%	31,857	5%
Excess (Deficit)	153,749		187,063		33,315	



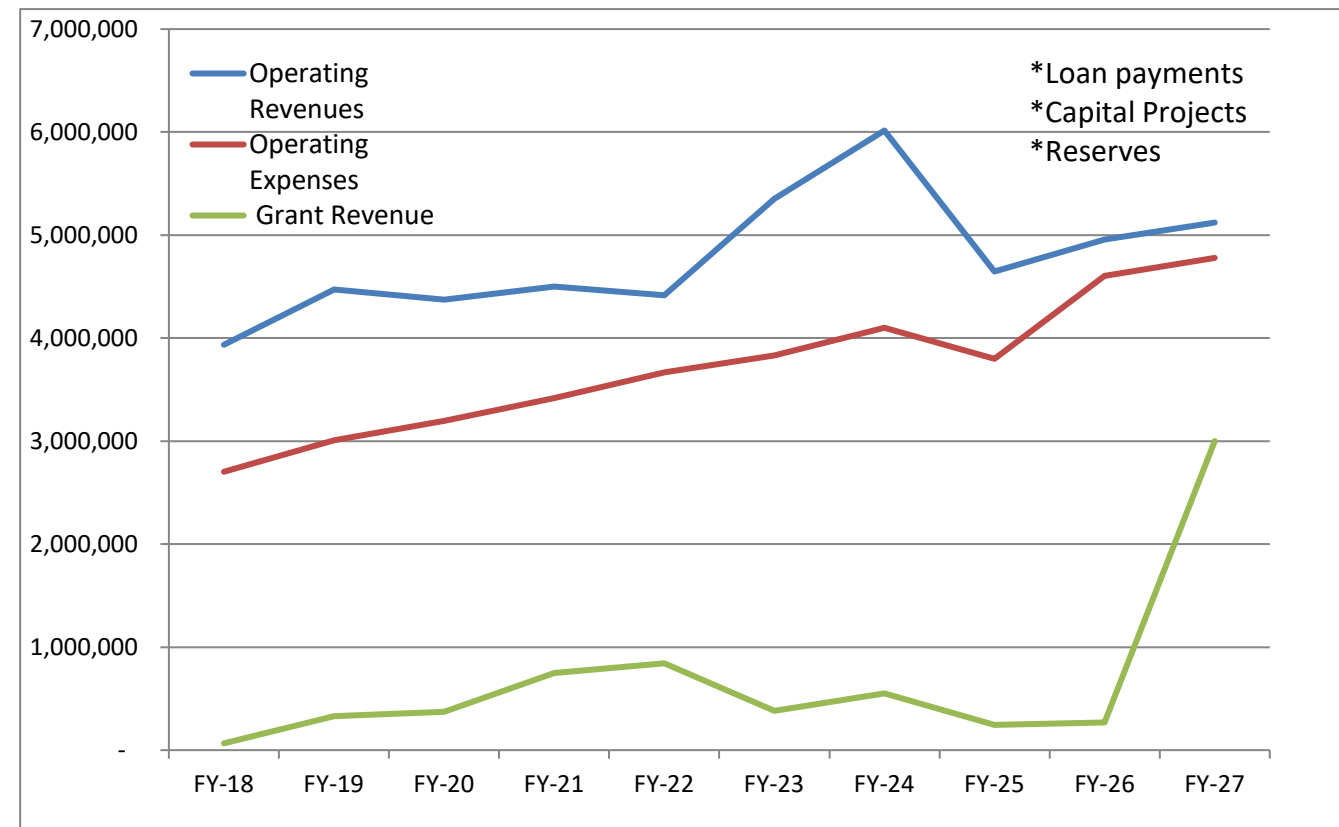
McKinleyville Community Services District
Water Enterprise Fund
Historical Analysis
Fiscal Years Ended (Ending) June 30, 2018-2027

	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual	2026 Estimate	2027 Budget
Operating Revenues										
Water Sales	3,201,667	3,333,250	3,689,722	4,038,710	3,901,039	4,037,782	4,275,304	4,428,404	4,786,529	4,800,000
Other Water Revenues	416,418	512,887	462,716	373,750	422,106	348,407	375,605	181,065	123,849	238,086
Total Operating Revenues	3,618,085	3,846,137	4,152,438	4,412,460	4,323,145	4,386,189	4,650,909	4,609,469	4,910,378	5,038,086
Operating Expenses										
Salaries & Benefits	873,905	793,755	884,086	940,282	902,593	1,405,464	1,215,115	1,392,632	1,478,664	1,669,549
Water Cost	867,122	1,056,472	1,094,722	1,147,401	1,218,070	1,230,774	1,278,435	1,298,741	1,345,525	1,426,679
Other Expenses	562,998	610,340	700,340	754,257	935,278	(382,031)	678,666	406,342	677,722	1,101,026
Depreciation	363,985	389,295	455,902	411,197	391,802	418,842	456,297	462,090	457,000	462,090
Total Operating Expenses	2,668,010	2,849,862	3,135,050	3,253,138	3,447,743	2,673,049	3,628,513	3,559,804	3,958,912	4,659,344
Net Operating Income (Loss)	950,075	996,275	1,017,387	1,159,322	875,403	1,713,140	1,022,396	1,049,665	951,466	378,742
Interest Income	41,491	79,233	85,414	48,234	47,357	221,549	351,400	326,446	281,370	200,000
Interest Expense	(64,890)	(61,108)	(57,336)	(53,320)	(143,315)	(201,918)	(169,098)	(163,534)	(192,542)	(192,542)
Grant Revenue	-	-	89,989	280,400	-	610,423	4,663,830	4,269,536	1,051,814	1,962,000
Net Income (Loss)	926,676	1,014,399	1,135,454	1,434,636	779,445	2,343,194	5,868,528	5,482,113	2,092,109	2,348,200



McKinleyville Community Services District
Sewer Enterprise Fund
Historical Analysis
Fiscal Years Ended (Ending) June 30, 2018-2027

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Estimate	Budget
Operating Revenues										
Wastewater Service Charge	3,333,752	3,705,348	3,716,614	3,969,885	4,027,668	4,073,751	4,304,295	4,421,391	4,697,410	4,800,000
Other Wastewater Revenue	601,896	765,040	654,816	528,535	389,079	1,277,441	1,711,310	224,138	258,772	321,172
Total Operating Revenue	3,935,647	4,470,388	4,371,430	4,498,420	4,416,747	5,351,192	6,015,605	4,645,529	4,956,182	5,121,172
Operating Expenses										
Salaries & Benefits	1,040,516	991,199	1,040,090	1,172,658	1,154,077	1,674,910	1,530,439	1,617,096	1,666,723	1,760,273
Other Expenses	832,570	817,800	946,210	968,170	1,073,865	627,359	1,025,098	550,747	1,385,930	1,385,798
Depreciation	829,508	1,201,128	1,211,865	1,276,998	1,439,445	1,528,860	1,546,151	1,632,753	1,550,000	1,632,753
Total Operating Expenses	2,702,594	3,010,126	3,198,164	3,417,826	3,667,387	3,831,129	4,101,688	3,800,596	4,602,653	4,778,824
Net Operating Income (Loss)	1,233,053	1,460,262	1,173,266	1,080,594	749,360	1,520,063	1,913,917	844,933	353,530	342,348
Interest Income	48,208	120,116	135,107	85,047	68,616	260,265	405,920	549,079	559,987	400,000
Interest Expense	(198,112)	(225,072)	(313,825)	(225,790)	(317,477)	(320,960)	(387,721)	(365,519)	(376,229)	(376,229)
Grant Revenue	66,089	330,901	369,882	747,878	843,893	381,338	550,807	244,205	268,200	3,000,000
Net Income (Loss)	1,149,238	1,686,207	1,364,431	1,687,729	1,344,392	1,840,706	2,482,923	1,272,698	805,489	3,366,119



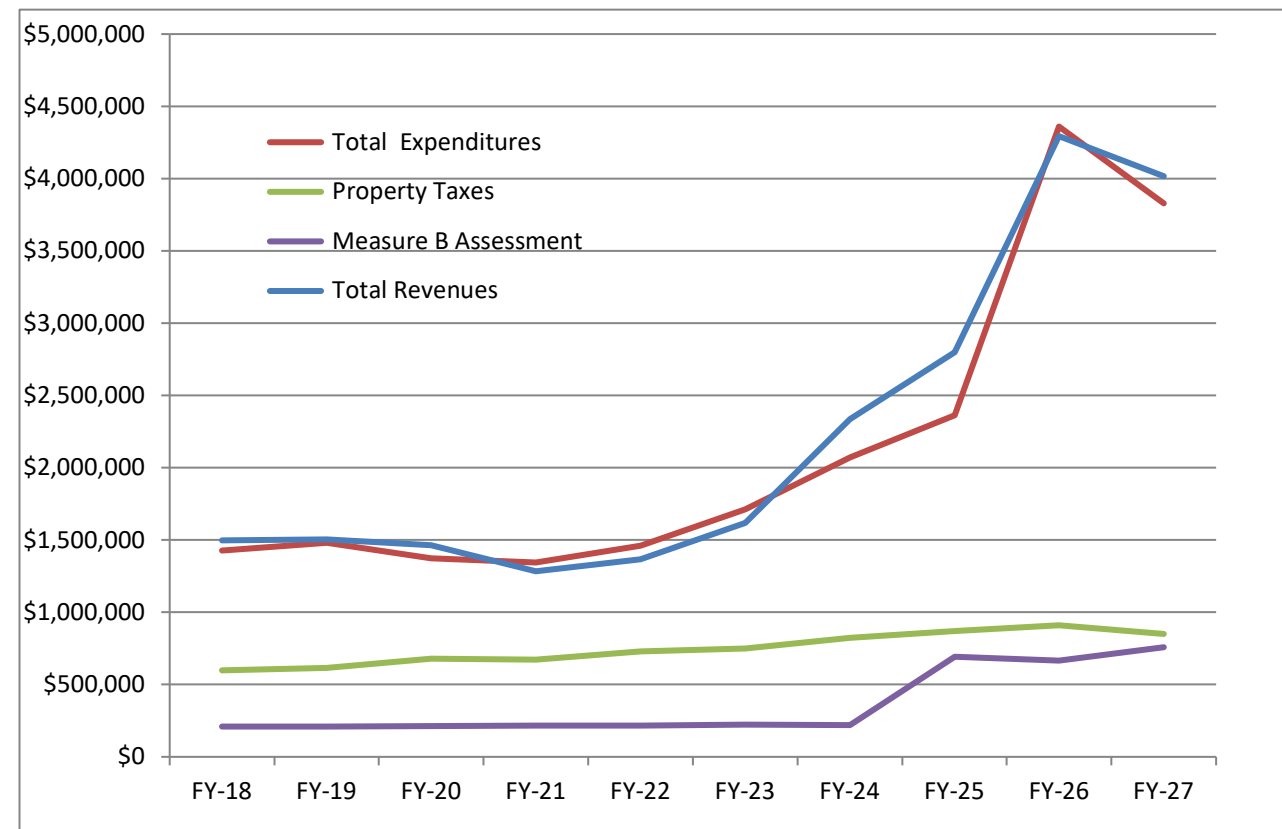
McKinleyville Community Services District
Streetlight Fund
Historical Analysis
Fiscal Years Ended (Ending) June 30, 2018-2027

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Estimate	Budget
Revenues	107,557	112,870	116,620	119,403	123,692	131,606	139,269	147,846	151,177	153,050
Expenditures										
Salaries & Benefits	36,852	38,155	39,693	51,443	39,805	61,238	53,028	58,176	53,012	58,824
Other Expenditures	30,022	35,272	37,198	38,409	40,226	44,828	55,965	60,152	78,955	82,192
Debt Service	19,865	19,865	9,863	-	-	-	-	-	-	-
Capital Expenditures	-	-	-	-	4,273	1,150	24,139	-	2,372	95,000
Total Expenditures	86,739	93,293	86,753	89,853	84,304	107,216	133,132	118,327	134,339	236,017
Excess (Deficit)	20,817	19,578	29,868	29,551	39,388	24,390	6,137	29,518	16,839	(82,967)



McKinleyville Community Services District
Parks & Recreation, Measure B Assessment, & General Fund
Historical Analysis
Fiscal Years Ended (Ending) June 30, 2018-2027

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Estimate	Budget
Combined Revenues										
Programs	374,327	285,629	198,879	153,616	219,800	310,220	331,070	405,871	761,244	750,100
Rentals	96,868	87,948	69,903	11,947	64,170	81,722	101,065	99,447	101,708	96,650
Property Taxes	598,430	615,380	677,798	671,671	729,263	751,141	823,090	868,793	910,237	850,000
Measure B Assessment	209,573	210,254	212,622	217,031	216,405	221,304	219,825	693,254	664,693	758,425
State Bonds & Grants	-	7,215	10,128	1,920	5,000	33,633	248,664	200,419	1,400,000	1,126,000
Other Revenue	198,827	244,785	243,124	191,965	87,634	177,707	358,721	232,533	209,584	219,207
Interest Revenue	18,799	53,839	51,911	35,578	44,339	41,849	254,159	297,893	246,457	215,000
Total Revenues	1,496,824	1,505,049	1,464,365	1,283,728	1,366,611	1,617,576	2,336,594	2,798,209	4,293,924	4,015,382
Combined Expenditures										
Salaries & Benefits	975,993	1,017,783	961,057	914,368	1,028,720	1,196,785	1,299,484	1,392,212	1,713,325	1,549,680
Other Expenditures	323,053	308,048	288,697	276,857	298,469	356,711	460,068	409,591	468,188	533,549
Debt Service	84,288	85,798	88,872	92,054	95,351	93,674	102,304	105,968	109,764	113,696
Capital Expenditures	45,473	69,128	36,025	61,264	37,368	65,634	209,771	454,396	2,069,021	1,631,000
Total Expenditures	1,428,807	1,480,757	1,374,652	1,344,542	1,459,908	1,712,804	2,071,627	2,362,167	4,360,299	3,827,926
Combined Excess (Deficit)	68,017	24,292	89,714	(60,815)	(93,298)	(95,228)	264,967	436,042	(66,375)	187,456



McKinleyville Community Services District
Enterprise Funds PROPOSED Capital Improvement Project Budget
For the Fiscal Years Ending June 30, 2027 - 2036

(All numbers in \$000s)

	1	2	3	4	5	6	7	8	9	10
	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032	June 30, 2033	June 30, 2034	June 30, 2035	June 30, 2036
1. Heavy Equipment										
Hydrocleaner (Sewer Fund) and appurtenances			475							
Backhoe/ Skidsteer/Excavator and Attachments	30		20		20		150		100	
Dump Truck			85						90	
Tractor and Attachments	10					50				
Air Compressor and appurtenances	22					20				
Portable Emergency Generators		50			70			100		
Totals:	62	50	580	0	90	70	150	100	190	0
2. Utility Vehicles										
3/4 or 1-Ton Pickup	85	140	70	85	85	85	85	85	85	85
Construction Equipment			90			500	120			
CCTV Trailer								30		
Car	29							40		
Totals:	114	140	160	85	85	585	205	155	85	85

**McKinleyville Community Services District
Enterprise Funds **PROPOSED** Capital Improvement Project Budget
For the Fiscal Years Ending June 30, 2027 - 2036**

(All numbers in \$000s)

	1	2	3	4	5	6	7	8	9	10
	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032	June 30, 2033	June 30, 2034	June 30, 2035	June 30, 2036

3. Water System

Property Purchase/Improvements										
Norton Water Tank Rehabilitation	1,000					750		800		500
Water Tank Cathodic				25					25	
Ramey Pump Station Upgrades	12	36	56	150						35
Emergency Water Supply: Mad River Crossing	1,000				2,500	2,500				
Digital Control & Radio Telemetry Upgrade				100						
Meter Reader Upgrade		15				20				
McCluski Tank 3 Replacement	3,000	1,000							8	
McCluski Pipeline Assessment and Replace (A&R)	100									
Tank Seismic Actuators				20						
Fire Hydrant System Upgrade	7	7	7							
Water Main Rehabilitation and Replacement	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Customer Radio Meter Testing/Replacements			20	90	200	200	200	200		
Blake Station Upgrades				10						
Emergency Generator								1,000		50
Totals:	6,119	2,058	1,083	1,395	3,700	4,470	1,200	3,000	1,033	1,585

**McKinleyville Community Services District
Enterprise Funds **PROPOSED** Capital Improvement Project Budget
For the Fiscal Years Ending June 30, 2027 - 2036**

(All numbers in \$000s)

	1	2	3	4	5	6	7	8	9	10
	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032	June 30, 2033	June 30, 2034	June 30, 2035	June 30, 2036

4. Sewer System

WWMF Engr Study (Disinfection Upgrade Proj)			70	150	70					
WWMF NPDES Permitting					2,000	300		6,000		
WWMF Fencing and Gate	10	10		10	10	10	10	10		
WWMF SO2/Chlorine Injector Controllers							20			
WWMF Sludge Disposal & handling			1,000	240	240	240	240	240	240	240
Customer Radio Meter Testing/Replacements			20	90	200	200	200	200		
Collection System Upgrades-Hwy Undercrossings	4,000						2,000			
Sewer Main Rehabilitation and Replacement	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Sewer Lift Stn. Pump & Generator Replacements	40	40	40	40	40	40	40	40	40	40
Sewer Lift Station Upgrades-B Street/Kelly				250	550		250	550		
Digital Control & Radio Telemetry Upgrade				100						
Electric Vehicle Charging Stations	100									
Fischer Lift Station Upgrades	1,250									
Sewer Main Camera Unit	50					50				
Underground Pipe Locator & Camera	5					5				
SCBA Apparatus and Bottles	6					6				
WWMF Pond Armoring										80
WWMF Pumps & Motors	20	20	20	22	22	22	24	24	24	26
Trench Plates	9									
Totals:	6,481	1,070	2,150	1,902	4,132	1,873	3,784	8,064	1,304	1,280

**McKinleyville Community Services District
Enterprise Funds **PROPOSED** Capital Improvement Project Budget
For the Fiscal Years Ending June 30, 2027 - 2036**

(All numbers in \$000s)

	1	2	3	4	5	6	7	8	9	10
	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032	June 30, 2033	June 30, 2034	June 30, 2035	June 30, 2036
5. Office, Corporation Yard & Shops										
Facility Upgrades and Sealcoat				10		10				10
Office Building	300	0								
Property Purchase	450									
Major Building Repairs (emergency repairs)	20	14								
Totals:	770	14	0	10	0	10	0	0	0	10
6. Computers, Software & Equipment										
Computers, Printers, File Server upgrades	20	40	20	20	20	20	20	20	20	20
MOM Upgrade and Replacement - ERP eval	180									
Office Equipment	5	50	5	5	5	5	5	5	5	5
GIS/CADD Equipment and Software			5			5			5	
Totals:	205	90	30	25	25	30	25	25	30	25
7. Reclamation (Fischer & Pjalorsi Ranches)										
Barn, Fence, House Upgrades	15	15	15	15	15	15	15	5	5	5
Irrigation Pipe and Fittings		10						10		
Recycled Water Project	3,000	2,000								
Underground Valving and Piping			12							12
Totals:	3,015	2,025	27	15	15	15	15	15	5	5

**McKinleyville Community Services District
Enterprise Funds **PROPOSED** Capital Improvement Project Budget
For the Fiscal Years Ending June 30, 2027 - 2036**

(All numbers in \$000s)

	1	2	3	4	5	6	7	8	9	10
	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032	June 30, 2033	June 30, 2034	June 30, 2035	June 30, 2036
8. Small Equipment & Other										
Misc./ Emergency Equipment Replacement	20	20	20	20	20	20	20	20	20	15
GPS Surveying Equipment							20			
Office Emergency Generator			22							
Totals:	20	20	42	20	20	20	40	20	20	15
Total Planned Expenditures	16,786	5,467	4,072	3,452	8,067	7,073	5,419	11,379	2,667	3,005
Departmental Allocations:										
Water Fund	6,812	2,215	1,217	1,508	3,768	4,870	1,368	3,193	1,153	1,695
Wastewater Fund	9,974	3,252	2,856	1,945	4,300	2,203	4,052	8,187	1,514	1,310
Total	16,786	5,467	4,072	3,452	8,067	7,073	5,419	11,379	2,667	3,005
Internal Funds/Reserves/Debt - District Share	12,824	3,967	4,072	3,257	8,067	7,073	5,232	10,967	2,667	3,005
Potential Grant Funding Expected	3,962	1,500	0	195	0	0	187.5	412.5		

McKinleyville Community Services District
 Streetlights Fund **PROPOSED** Capital Improvement Project Budget
 For the Fiscal Years Ending June 30, 2027 - 2036

	1	2	3	4	5	6	7	8	9	10
	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032	June 30, 2033	June 30, 2034	June 30, 2035	June 30, 2036
1. Heavy Equipment										
Lift	90									
Totals:	90	0	0	0	0	0	0	0	0	0
2. Poles and Lights										
Inspection								65		
Pole Replacement	5	5	5	5	5	5	5	5		
LED Replacements					10					
Totals:	5	5	5	5	15	5	5	70	0	0
Total Planned Expenditures	95	5	5	5	15	5	5	70	0	0

McKinleyville Community Services District
 General Fund (Parks & Recreation) **PROPOSED** Capital Improvement Project Budget
 For the Fiscal Years Ending June 30, 2027 - 2036

(All numbers in \$000s)

	1	2	3	4	5	6	7	8	9	10
	June 30, 2027	June 30, 2028	June 30, 2029	June 30, 2030	June 30, 2031	June 30, 2032	June 30, 2033	June 30, 2034	June 30, 2035	June 30, 2036
1 Other Park Projects & Equipment										
Mower & landscaping equipment	26				18		28			
Light duty utility truck/van/car/EV	19		12	12		80		18		19
Totals:	45	0	12	12	18	80	28	18	0	19
2 Azalea Hall Projects										
Major Appliance Replacement	10	12	12	14	14	16	16			
Replace flooring	15	15								
Roof replacement				75						
Exterior Repairs/Replacement	50	50		15						
Parking lot resurfacing		16								
Wall/Window Covering replacement		10	10	10						
Replace tables & chairs			15					16		
P/A system and audio-visual				6						
Fire Suppression System			32							
Totals:	75	103	69	120	14	16	16	16	0	0
3 McKinleyville Activity Center Projects										
Landscaping & signage		5		5		5		5		5
Flooring replacement	100									18
Gymnasium Walls			25							
Roof replacement				100						
Siding repair/replacement	70									
Equipment rehabilitation/replacement	10									
Parking lot resurfacing		30								
Bleacher replacement	10		12							
Fire Suppression System		32							8	
Interior fixtures		10								
Totals:	190	77	37	105	0	5	0	5	8	23
4 Law Enforcement Facility Projects										
Flooring		19								
Furnace replacement										
Roof replacement							35			

Siding replacement		21								
LEF/Library Parking sealing/paving/fencing				14	5					
ADA Compliance		100								
Totals:	0	140	0	14	5	0	35	0	0	0

5 McKinleyville Library Projects

Flooring replacement	16	25								
Furnace replacement	10	10	10	10						
Fire Suppression system	20									
Roof & Siding replacement		60								
ADA compliance	100									
Totals:	146	95	10	10	0	0	0	0	0	0

6 Teen & Community Center

Flooring		20			40					
Interior rehabilitation/replacment					6					
Kitchen Equipment & Appliances	8	8	8	8	8	8	8	8	8	8
Roof & Siding replacement										
Equipment rehabilitation/replacement										
Parking lot resurfacing/Exterior Rehab										20
Furnace & Water Heater		5							8	
Tables & chairs				15						
Totals:	8	33	8	23	54	8	8	8	16	28

7 Hiller Park & Sports Complex Projects

Park landscaping & signage	5	5								
Playground Structure Replacement	45	45	45							
Concessions/RR Interior			9							
Roof Replacement-Concessions/RR				25						
Concessions/RR Exterior		10			45					
Roof Replacement-Hiller Park west RR		10								
Restroom Upgrade-Hiller Park West		75								
Parking Lot			16							
Back Stops	30									
Development of Caretaker Lot			80							
Totals:	80	145	150	25	45	0	0	0	0	0

8 Pierson Park Projects

Playground Structure Replacement			90							
Park Restrooms/Garage	20	250		15						
Gazebo Rehabilitation/Replacement	11		8							
Pavilion Rehabilitation/Replacement									15	
Landscaping/Courts/Benches		8		80						

Skatepark										
ADA Sidewalk Replacements		16	20		20		20			
Totals:	31	274	118	95	20	0	20	0	15	0

9 BMX Track & Park										
Park Restrooms/Concessions	20	50								
Electric Charging Stations	38	74								
Totals:	58	124	0	0	0	0	0	0	0	0

10 Community Forest										
Placeholder for CF projects to be determined by committee										
Signage	7									
Trail Development	7	7	7	7	7	7	7	7	7	7
Design and permitting for Widow White Creek	25									
Bridge at Widow White Creek	250									
Design and permitting for Mill Creek	20									
Bridge at Mill Creek	250									
First Rd Access and Parking Lot	150									
Road Gravel	198									
Murray Rd Parking Lot Phase 2 Development	100									
Totals:	1,007	7	7	7	7	7	7	7	7	7

11 Miscellaneous Park Projects										
Hewitt Ranch Parking & Amenities Dev.	10	10	10							
Totals:	10	10	10	0	0	0	0	0	0	0

12 Projects Funded by Quimby & Other Funds										
Pole Barn			60							
Totals:	0	0	60	0	0	0	0	0	0	0

Total Planned Capital Expenditures	1,650	1,008	481	411	163	116	114	54	46	77
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Grant-Funded Capital Projects	1,126	25
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**Capital Improvement Plan
Water, Sewer and Streetlights Funds
Fiscal Year 2026-27**

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

CAPITAL IMPROVEMENT PROGRAM PROJECT DISCUSSION

Heavy Equipment and Utility Vehicles

- In 1998, the Board adopted a Fleet Replacement Plan to ensure that MCSD's fleet of heavy equipment and utility vehicles would be replaced in an approximately ten-year cycle. For FY26/27 the Wastewater Fund has budgeted \$85,000 to replace one of the District's utility trucks with an electric truck. In addition, \$29,000 has been budgeted for the purchase of a new vehicle for the General Manager which will be split evenly between Water and Wastewater.
- Other budgeted equipment purchases include \$30,000 to purchase additional attachments for the skid steer or excavator, \$10,000 for a tractor mower deck for the ranch properties, and \$22,000 for the potential replacement of an air compressor.

Water System

The District will embark on several water projects in FY2026-27:

- Norton Tank 1 will be painted with a possible roof replacement totaling \$1,000,000. This will be funded with the 2026 bond sale.
- \$12,000 has been budgeted to seal coat the Ramey Pump Station lot.
- The Mad River Crossing Emergency Water Supply project may continue depending on grant funding. The District submitted a Hazard Mitigation Grant application for this project and was told that it would likely be funded under that program; however, the District has yet to receive the award letter and therefore is budgeting as if it will not be received. \$1,000,000 has been budgeted to finalize the design but the remaining portion of the project will be placed on hold.
- The McCluski tanks are the District's two final redwood tanks and need to be replaced. The District has been awarded phase 2 Hazard Mitigation grant funding for the final design and construction. \$3,000,000 is budgeted for FY26/27 and

\$1,000,000 in FY27/28. \$1.1M of these costs will be grant funded while the remaining district match will be financed with the 2026 bond sale

- Other projects currently proposed for the Water Fund include \$100,000 for the McCluski Pipeline Assessment and Replacement. The fire hydrant system is still scheduled to be upgraded, therefore, the District budgeted \$7,000 to upgrade dry barrel hydrants in commercial areas to wet barrel hydrants.
- \$1,000,000 is scheduled for the ongoing Water Main Rehabilitation/ Replacement Project. \$1,000,000 will continue to be set-aside from rates to build up reserves, per the last board approved Rate Study and in debt-funding (COPs). There likely will not be a major water main upgrade project this fiscal year; however, District staff will work on planning the next upgrade.

Wastewater System

District wastewater projects for FY2026-27 are as follows:

- \$1,000,000 is budgeted for the Wastewater Mainline Rehabilitation/ Replacement Project. As with the Water side of this project, \$1,000,000 will continue to be set-aside from rates to build up reserves, as per the last Board approved Rate Study. A portion of this will be used to complete the rehabilitation of the sewer forcemain from the Letz lift station in FY26/27.
- The Highway Undercrossing project will continue in FY26/27. Although the project began with FEMA grant funding, the period of performance has expired and the project that therefore been adjusted to cover the middle and southern crossing only. \$4,000,000 has been budgeted in FY26/27 which will be covered by the remaining proceeds in the 2021B bond and new proceeds from the 2026B bond.
- The District received phase 1 Hazard Mitigation grant funding for the Fischer Lift Station Seismic Upgrade. The initial design and permitting was completed and submitted to CalOES/FEMA back in July 2025. Receipt of Phase 2 funding is doubtful, therefore, \$1,250,000 has been budgeted to finish the project with proceeds from the 2026B bond.
- The remaining projects are for smaller dollar amounts, \$10,000 for WWMF fencing and gate, \$40,000 emergency fund for lift station pump or generator replacement, \$100,000 for an electric vehicle charging station, \$50,000 for a sewer main camera unit, \$5,000 for an underground pipe locator and camera, \$6,000 for an SCBA apparatus and bottles, \$20,000 for WWMF pumps and motors, and \$9,000 for trench plates. Funding for these smaller projects will come from pay-go funding according to the approved Reserves policy for the maintenance and replacement of capital infrastructure.

Office, Corporation Yard, Computers and Software

- \$300,000 has been budgeted to purchase a new manufactured building to replace the existing Operations Office.
- \$450,000 has been budgeted for the purchase of the property behind the District offices. We have discussed the purchase of this property with the property owner, but no agreements have been made at this time.
- \$20,000 has been set aside for emergency repairs to the existing buildings.
- The District has begun implementation of new ERP software, however costs associated are not charged until systems go live. Therefore, \$180,000 has been budgeted for FY26/27 to finish the implementation. An additional \$25,000 has been added for miscellaneous office equipment and potential server upgrades.

Reclamation (Fischer & Pialorsi Ranch)

- The District intends to continue the Recycled Water Project in 2026-27 with \$3,000,000 being budgeted in 2026/27 and \$2,000,000 the following year. A grant application is actively being pursued with the State Water Resources Control Board to fund this project and we have been told we will obtain a \$5M grant. The Project will not proceed next fiscal year if the grant is not approved.
- \$15,000 has been budgeted for upgrades at the Fischer and Pialorsi Ranches which may include barn, fencing, and house improvements.

Small Equipment & Other

- \$20,000 is budgeted to cover miscellaneous emergency equipment needed.

Streetlights

- Replacement of any poles that may fail, is budgeted for \$5,000.
- \$90,000 has also been budgeted to replace the Boom Truck.

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

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

**Capital Improvement Plan
Parks and General Fund
Fiscal Year 2026-27**

General Fund capital asset purchases and projects are significantly dependent upon property tax revenues and assessments, and in some cases, grants.

CAPITAL IMPROVEMENT PROGRAM PROJECT DISCUSSION

Utility Vehicles and Equipment

In 1998, the Board adopted a Fleet Replacement Plan to ensure that MCSD's aging fleet of service vehicles would be replaced in an approximately ten-year cycle. Where possible, the District has started to exchange some of the heavier utility vehicles with light compact trucks for savings on capital and operating costs. One Park maintenance truck is scheduled to be replaced in fiscal year 2026-27 and the General Fund will pay for a portion of the General Manager's new vehicle; the total budget for vehicles is \$19,000. \$26,000 is also budgeted to replace a 14-year-old mower.

Facility Projects

- Azalea Hall- \$50,000 has been budgeted to begin replacement of exterior siding as it was not completed this past fiscal year; this is half of the expected cost to which the other half will be budgeted for in fiscal year 2027-28. \$15,000 has been budgeted to replace the kitchen floor. \$10,000 is budgeted for major appliance replacement in the event of unforeseen appliance failure.
- McKinleyville Activity Center- \$70,000 has been budgeted for replacing the siding, \$10,000 to replace the floor scrubber, and \$10,000 to replace the bleachers. An additional \$100,000 has been budgeted to replace the gym floor, however this is dependent on grant funding.
- Law Enforcement Facility- No funds have been allocated to the Law Enforcement Facility in FY2026-27.
- McKinleyville Library- \$16,000 has been budgeted to replace the linoleum flooring and \$10,000 to replace the furnace; both items are grant dependent. \$20,000 has been budgeted to replace the Fire Suppression System which has reached its life expectancy and an additional \$100,000 has been budgeted to complete the ADA compliance project.
- Teen & Community Center- \$8,000 is budgeted as a placeholder in the event of needing to replace kitchen equipment or appliances. \$15,000 has been budgeted to replace the bricks in the front of the building with concrete.

Parks and Trails Projects

- Hiller Park & Sports Complex- Backstops did not get upgraded in FY2025-26 as planned, therefore \$30,000 has been budgeted in FY2026-27 to complete this project. \$5,000 has also been budgeted for landscaping or signage rehabilitation and \$45,000 has been budgeted to begin replacing the playground structure with completion to take place in the following two fiscal years.
- Pierson Park- \$20,000 is budgeted to begin engineering and planning for replacement of the Pierson Park restrooms and \$11,000 has been budgeted to replace all the tables under the Pavilion.
- BMX Track & Park- A total of \$112,000 has been budgeted to install an electric vehicle charging station. Of this, \$35,808 has been awarded in a grant for EV equipment which will take place in FY26/27 with the remaining \$76,000 to be funded by the District to pay for installation to take place in FY27/28. \$20,000 has been budgeted to begin planning and initial construction of the park's restrooms and concessions.
- McKinleyville Community Forest- During FY2025-26 the District was awarded \$1,000,000 by Congressman Huffman. The McKinleyville Community Forest Committee has identified many projects within the forest to which these funds have been allocated. In addition to the \$1 million, a total of \$14,000 has been budgeted for signage and trail development.
- Miscellaneous Park Projects- Starting in FY26/27, \$10,000 has been budgeted each year for the next three years to improve parking at the Hewitt Ranch parking area.

Small Equipment, Contingency and Other

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

Note on Parks & General Fund Capital Improvement Plan

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

Strategic Plan

2024-2029

McKinleyville Community
Services District

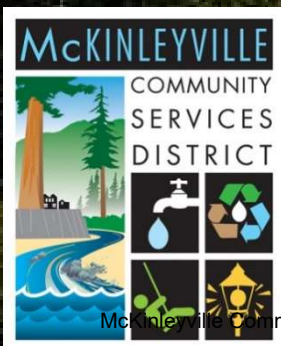


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APPENDIX A: Progress Reports A-1

Plan Revisions

Date	Description of Change

Introduction

Purpose

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

The Plan was updated in July 2023-2024 by the District's Board of Directors and staff with the understanding that it is a living document that will be reviewed regularly and revised as needed to better serve the District and the McKinleyville community. The Plan was purposefully fashioned as a succinct, workable document so that it can be easily used to:

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

History

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

Services

The District boundary encompasses 12,140 acres ranging from North Bank Road on the south to Patrick's Creek on the north and has over 5,841 active water services and 4,993 active sewer connections. The District is an independent, special district governed by a five member Board of Directors. The District provides the following services:

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

Mission, Vision & Values

Mission

McKinleyville Community Services District provides authorized services fundamental to the health and well-being of the community.

Vision

McKinleyville Community Services District is and will continue to be one of California's leading providers of municipal services.

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

- 1 The Parks & Recreation Department has effectively closed the gap between expenses and revenues and is operating with strategies that are sustainable over time.
- 2 The District's workforce recruitment strategies are attracting and retaining high quality employees at every level.
- 3 The District is prepared to manage both planned and unplanned shifts in the workforce through robust employee training and development strategies as well as on-going succession planning.
- 4 The District has completed all prioritized and funded capital projects as identified in the Strategic Capital Project Matrix (Exhibit A) through 2029 and has identified a long term financing plan for capital projects on the horizon.

Mission, Vision & Values

Values

The Board of Directors has collectively established the following core values to guide the work of the District:

INTEGRITY

- Truthful and transparent in word and action. Taking responsibility for outcomes of all actions; Meeting commitments and honoring promises; Honoring rights, dignity and worth of all community members.

RESPONSIBILITY

- Decision making in service for the greatest good of the McKinleyville CSD. Committed to accepting the ownership of decisions and all results.

FAMILY

- Group/Unit that is not always chosen; yet connected by commonalities and shared experience with defined roles with caring and commitment to the organization.

COLLABORATIVE

- Interactive and participatory decision making that promotes inclusivity, mutual respect, accountability, and open communication.

Goals & Objectives

GOAL 1

The Parks & Recreation Department has effectively closed the gap between expenses and revenues and is operating with strategies that are sustainable over time.

ACTION DESCRIPTION	PARTY / DEPT RESPONSIBLE	BEGIN DATE	DUE DATE	RESOURCES REQUIRED (staff, tech, etc.)	FUNDING SOURCE	HAZARD FORECAST	DESIRED OUTCOME
Community Forest Mgmt Planning	P & R Dept/ Community Forest Committee	Jan 2024	Dec. 2026	Forestry consultants;	General Fund/Grants	Lack of funding available	Board adopted Forest Management Plan
Establish Community Forest Advisory Committee	P & R Dept / Community Forest Committee	Jan 2024	Jan 2025	Staff time	General Fund/Grants	Lack of community participation	Engaged and functional Advisory Committee as Defined in Rules and Regs
Update P&R Master Plan	P & R Director	Jan 2024	Dec 2024	Staff time	General Fund	Lack of staff time	Board adopted Park & Rec Master Plan

Goals & Objectives

GOAL 2

The District's workforce recruitment strategies are attracting and retaining high quality employees at every level.

**Success of this goal will be measured by tracking applicant data, employee retention data and collecting feedback from employees regarding training, workplace culture and wellness.*

ACTION DESCRIPTION	PARTY / DEPT RESPONSIBLE	BEGIN DATE	DUE DATE	RESOURCES REQUIRED (staff, tech, etc.)	FUNDING SOURCE	HAZARD FORECAST	DESIRED OUTCOME
Ensure pay scale and benefits are competitive and attractive for all positions	Finance/GM	Jan 2024	Jul 2025	Current Salary Survey	Operating Budget	Unable to hire or retain employees. Budget doesn't support desired wage scale	Increase in qualified applicants; retain existing staff. Success measured through applicant data and employee retention data.
Develop/Update Recruitment materials and outreach strategies	HR	Mar 2024	On going	Staff time	Operating Budget	Qualified applicants don't apply for positions	Defined recruitment & outreach strategy
Develop/update staff development and training programs	Dept Heads/ Supervisors/ HR	Jan 2024	Dec 2028 (on going)	Staff time	Operating Budget	Employees leave positions due to lack of upward career pathways	A catalog of professional development options/opportunities exists. Training SOP's for critical tasks of each position exist.
Invest in workplace culture improvement and employee wellness activities	HR/ All Depts/ GM	Jan 2024	Dec 2028 (on going)	Staff time	Operating Budget	Unable to retain employees	Employees report being content and valued at work. Employees voluntarily participate in morale boosting activities
System of evaluation and assessment of effectiveness of employee wellness activities implemented	HR/Dept Heads	Jan 2024	Dec 2024	Staff time	Operating Budget	Unable to retain employees	Employees provide feedback on workplace culture and morale regularly

Goals & Objectives

GOAL 3

The District is prepared to manage both planned and unplanned shifts in the workforce through robust employee training and development strategies as well as on-going succession planning.

**The success of this goal will be determined by the existence of a functional succession plan for each position; having a primary and back up trained for each critical task; and staff that are actively participating in available training and development opportunities.*

ACTION DESCRIPTION	PARTY / DEPT RESPONSIBLE	BEGIN DATE	DUE DATE	RESOURCES REQUIRED (staff, tech, etc.)	FUNDING SOURCE	HAZARD FORECAST	DESIRED OUTCOME
Update Succession Plan	All Depts / HR / GM	Jan 2024	Dec 2028	Staff time	Operating Budget	Employee leaves before replacement is trained	Employees are exposed to roles and responsibilities of supervisory and leadership positions. A Succession Plan that is viable and accurate is documented
Cross train critical tasks and responsibilities	All Depts	Jan 2024	Dec 2028 (ongoing)	Staff time	Operating Budget	Employee leaves before replacement is trained	All positions have a primary responsible person and a back up person for every critical function.
Develop/update staff development and training programs	HR / Dept. Heads	May 2024	Dec 2028 (ongoing)	Staff time/ outside trainings	Operating Budget	Staff opt to not participate in on-going professional development	Functioning Staff Development and Training program Training and development programs that support upward mobility of employees are in place

Goals & Objectives

GOAL 4

The District has completed all prioritized and funded capital projects as identified in the **Strategic Capital Project Matrix** through 2029 and has identified a long term financing plan for capital projects on the horizon. Plan is presented to Board of Directors annually.

In order to continue being one of California’s leading providers of municipal services the District is committed to investing in it’s existing infrastructure through careful and thoughtful analysis and planning. The Strategic Capital Project Matrix reflects the District’s plan for infrastructure maintenance and improvement over time.

Strategic Capital Project List

Year	Water	Sewer	Parks & Rec	Finance & Admin
2023	<ul style="list-style-type: none"> - 4.5MG Tank Construct (HMG/NCRP/Bond funding) - Central Ave Main construct (Bond funding) - Hewitt Tank Design (HMG funding) 	<ul style="list-style-type: none"> - Finish Microgrid (SRF grant/loan) - Central Ave Sewer rehab (Bond funding) - Armor Pond 3 (Operating funds) - Bella Vista Sewer main rehab (Operating funds) 	<ul style="list-style-type: none"> - Finish BMX design (Prop. 68 grant) - Measure B ballot (Operating funds) - Phase 1 of Skatepark constructed (Humboldt Skatepark Collective funded) - Water heater replacements in all facilities 	<ul style="list-style-type: none"> - Office Remodel Design (Operating funds, future SRF Planning grant)
2024	<ul style="list-style-type: none"> - 4.5MG Tank Construct - Mad River Crossing Design (HMG funding with Op match) - Hewitt Tank Design (HMG funding with Op match) - Lead survey due 10/16/2024 (Operating funds/SRF grant/loan) - Tank 2A paint (Operating funds) 	<ul style="list-style-type: none"> - New NPDES Permit (Operating funds) - Fischer/Letz design (SRF Planning grant) - B/Kelly design (SRF Planning grant) - Forcemain design (SRF Planning grant) - Highway sewer crossing design (HMG funding with Ops match) - Pialorsi irrigation design (Reclaimed Water grant/loan) - Fischer Trail design (grant funding dependent) - Sewer Mainline Rehab (Operating funds) 	<ul style="list-style-type: none"> - BMX Construction (Prop. 68 grant) - Acquire Community Forest (NRC grant) - Comm Forest Management Plan development (Operating funds) 	<ul style="list-style-type: none"> - Software RFP (Operating funds)
2025	<ul style="list-style-type: none"> - Hewitt Tank Construct (HMG funding with match via Bond/Loan) - Mad River crossing design (HMG funding with Op match) 	<ul style="list-style-type: none"> - Fischer/Letz design (SRF Planning grant) - B/Kelly design (SRF Planning grant) - Forcemain design (SRF Planning grant) - Highway sewer crossing design (HMG funding with Ops match) - Pialorsi irrigation construct (Reclaimed Water grant/loan) - Fischer trail construct (grant funding dependent) - Sewer Mainline Rehab (Operating funds) 	<ul style="list-style-type: none"> - Skate Park construct (grant funds or Humboldt Skatepark Collective funded) - Measure B increase realized? - Comm Forest Management Plan development (Operating funds) 	<ul style="list-style-type: none"> - Purchase new software (Operating funds)

Goals & Objectives

2026	<ul style="list-style-type: none"> - Hewitt Tank Construct (HMG funding with match via Bond/Loan) - Mad River crossing construct (HMG funding with match via Bond/Loan) 	<ul style="list-style-type: none"> - Fischer/Letz construct (SRF grant/loan) - B/Kelly construct (SRF grant/loan) - Forcemain construct (SRF grant/loan) - Highway sewer crossing construct (HMG funding with match via Bond/Loan) 	<ul style="list-style-type: none"> - Community Forest parking lots/trails (grant funding dependent) 	<ul style="list-style-type: none"> - Office Remodel construct (SRF grant/loan) -Water & Sewer Rate Study (Ops funds)
2027	<ul style="list-style-type: none"> - Mad River crossing construct (HMG funding with match via Bond/Loan) 	<ul style="list-style-type: none"> - Fischer/Letz construct (SRF grant/loan) - B/Kelly construct (SRF grant/loan) - Forcemain construct (SRF grant/loan) - Highway sewer crossing construct (HMG funding with match via Bond/Loan) - BSB dredging (Bond/Loan/Operating funds) 	<ul style="list-style-type: none"> - Community Forest parking lots/trails (grant funding dependent) 	<ul style="list-style-type: none"> - 50% of vehicle purchases zero emission (Loan/Operations funding) - New Water & Sewer Rates
2028	<ul style="list-style-type: none"> - Watermain replacement for Grace Park design (Bond/Loan) 	<ul style="list-style-type: none"> - Highway sewer crossing construct (HMG funding with match via Bond/Loan) - Alt disinfection study (Ops funding) - Sewermain replacement for Grace Park design (Bond/Loan) 		
2029	<ul style="list-style-type: none"> - Watermain replacement for Grace Park construct (Bond/Loan) 	<ul style="list-style-type: none"> - WWTP upgrade design (inc. disinfection) (Bond/Loan) - NPDES Permit update (Ops funding) - Sewermain replacement for Grace Park construct (Bond/Loan) 	<ul style="list-style-type: none"> - Hewitt Ranch develop (grant funding dependent) 	
2030	<ul style="list-style-type: none"> - Watermain replacement for Fernwood design (Bond/Loan) 	<ul style="list-style-type: none"> - WWTP upgrade design (Bond/Loan) - Sewermain replacement for Fernwood design (Ops funding) - Digital Controls upgrade design (Ops funding) 		

Plan Review, Revisions & Reporting

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

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

McKinleyville Community Services District Fiscal Year 2026-27 Gann Limit Calculations

Gann Limit Summary

California voters approved Proposition 4 in 1979, adding Article XIII B to the State Constitution and requiring local governments to adopt an annual appropriations limit, commonly known as the Gann Limit. The limit is intended to constrain the growth of tax-funded appropriations and is adjusted each year using factors published by the California Department of Finance. Proposition 111, approved in 1990, revised the calculation methodology and allows local agencies to select among specified cost-of-living and population factors when establishing the annual limit.

For Fiscal Year 2026-27, the proposed appropriations limit for the McKinleyville Community Services District is **\$1,052,272.49**. This limit was calculated by applying the prior-year base to an adjustment factor of **1.04667**, derived from a **4.95%** change in State per capita personal income and a **-0.27%** population change for Humboldt County, consistent with Government Code Section 7901 and Proposition 111.

The appropriations limit applies only to the proceeds of taxes and does not apply to all District revenues or all General Fund expenditures. Excluded from appropriations subject to limitation are certain mandated costs, qualified capital outlay, debt service on qualified capital projects, and most fee-supported or restricted-purpose revenues.

For Fiscal Year 2026-27, appropriations subject to the limit total **\$817,544**, which is approximately **\$234,728 below** the calculated appropriations limit. After accounting for applicable exclusions, including approximately **\$120,000** in capital outlay expenditures, the District remains in compliance with Article XIII B.

GANN LIMIT CALCULATIONS

Fiscal Year 2026-27 Alternative Adjustment Factors Calculation of Tax Appropriations Limit

Price Factor (A)

Percent growth in State Per Capita Personal Income
 (Source: California Dept. of Finance, Price Factor and Population letter dated May 2026)

Price Factor = 4.95000 %

Price Factor converted to Adjustment Factor = (price factor + 100)/100

Adjustment Factor (A) 1.04950

Price Factor (B)

Percentage change in the local assessment roll from the preceding year
 due to the addition of local nonresidential new construction.

(Source: Humboldt County Assessor Proposition 111 Report)

(a) Prior year total secured and unsecured assessment roll value = \$ 2,186,794,235 Tax YR 2025

(b) New nonresidential construction value = \$ 148,862 Tax YR 2025

Price Factor = b/a 0.00681 %

Price Factor converted to Adjustment Factor = (price factor + 100)/100

Adjustment Factor (B) = 1.000068

Price Factor (C)

Percent growth in population within the unincorporated portion of the County.
 (Source: California Dept. of Finance, Price Factor and Population letter dated May 2026)

Percent growth in unincorporated population = -0.9200 %

Population Factor converted to Adjustment Factor = (population factor + 100)/100

Adjustment Factor (C) = 0.99080

Population Factor (D)

Percent growth in population with the County
 (Source: California Dept. of Finance, Price Factor and Population letter dated May 2026)

Percent growth in Humboldt County = -0.27000 %

Population Factor converted to Adjustment Factor = (population factor +100)/100

Adjustment Factor (D) = 0.99730

Annual Adjustment Factors

Based on the actual data, the four alternative adjustment factors are as follows:

A x C	1.04950	x	0.99080	=	1.03984
A x D	1.04950	x	0.99730	=	1.04667
B x C	1.00007	x	0.99080	=	0.99087
B x D	1.00007	x	0.99730	=	0.99737

The recommended limit is (AxD), which results in 4.667% increase over the fiscal year 2025-26 Annual Tax Appropriations Limit. Of the four adjustment factors listed above, this represents the largest allowable increase to the Appropriations Limit.

Calculation of the Fiscal Year 2026-27 Appropriations Limit:

(Prior Year Limit) x (Recommended Adjustment Factor) = New Limit

$$\$ 1,005,356.19 \times 1.04667 = \underline{\underline{\$ 1,052,272.49}}$$

Appropriations Subject to the Appropriations Limit

Fiscal Year 2026-27 Projected Budget

Total Budgeted Property Tax	\$ 937,544.00
Less: Allowable Exclusion	
McKinleyville Library Capital Outlay	(120,000.00)
FY2026-27 Appropriations Subject to Limit	<u><u>\$ 817,544.00</u></u>

Fiscal Year 2025-26 Appropriation Limit (Resolution 2026-13) \$ 1,005,356.19

Calculation Factor 1.04667

Appropriation Limit for Fiscal Year 2026-27 \$ 1,052,272.49

Estimated Proceeds Subject to Limit \$ 817,544.00

Amount Under Limit \$ 234,728.49

McKinleyville Community Services District
Historical Appropriations Limit Calculation
FY2010 through FY2027

FY	Prior Year Appropriations Limit	Price Adjustment Factor	Population Adjustment Factor	Adjustment Factor (Price X Population)	Current Year Appropriations Limit (Prior Year x Adjustment Factor)
2009-2010	\$ 540,411.00	1.0062	1.0057	1.0119	\$ 546,860.99
2010-2011	\$ 546,860.99	1.0000	1.0069	1.0069	\$ 550,634.33
2011-2012	\$ 550,634.33	1.0251	1.0072	1.0325	\$ 568,519.33
2012-2013	\$ 568,519.33	1.0377	1.0006	1.0383	\$ 590,306.48
2013-2014	\$ 590,306.48	1.0512	1.0049	1.0564	\$ 623,570.77
2014-2015	\$ 623,570.77	1.0009	0.9997	1.0006	\$ 623,964.76
2015-2016	\$ 623,964.76	1.0382	0.9971	1.0352	\$ 645,921.60
2016-2017	\$ 645,921.60	1.0537	1.0007	1.0544	\$ 681,084.01
2017-2018	\$ 681,084.01	1.0369	1.0114	1.0487	\$ 714,266.87
2018-2019	\$ 714,266.87	1.0367	0.9967	1.0333	\$ 738,036.88
2019-2020	\$ 738,036.88	1.0385	0.9946	1.0329	\$ 762,312.47
2020-2021	\$ 762,312.47	1.0373	0.9962	1.0334	\$ 787,741.88
2021-2022	\$ 787,741.88	1.0573	0.9946	1.0516	\$ 828,381.94
2022-2023	\$ 828,381.94	1.0755	0.9977	1.0730	\$ 888,875.65
2023-2024	\$ 888,875.65	1.0444	0.9947	1.0389	\$ 923,421.52
2024-2025	\$ 923,421.52	1.0362	0.9893	1.0251	\$ 946,611.09
2025-2026	\$ 946,611.09	1.0644	0.9978	1.0621	\$ 1,005,356.19
2026-2027	\$ 1,005,356.19	1.0495	0.9973	1.0467	\$ 1,052,272.49

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RESOLUTION 2026-22

A RESOLUTION ESTABLISHING GANN LIMITS FOR MCKINLEYVILLE COMMUNITY SERVICES DISTRICT IN FISCAL YEAR 2026-27 PURSUANT TO ARTICLE XIIB OF THE CALIFORNIA CONSTITUTION

WHEREAS, Pursuant to Article XIIB of the California Constitution, the McKinleyville Community Services District is required to establish, by resolution, the limit to which funds derived from ad valorem taxes may be appropriated during Fiscal Year 2026-27; and

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

WHEREAS, the results of the Population Change Estimate have been included within the determination of the McKinleyville Community Services District appropriations limit for Fiscal Year 2026-27; and

WHEREAS, the McKinleyville Community Services District has determined that such limit should be established at \$1,052,272.49.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the McKinleyville Community Services District that:

The Fiscal Year 2026-27 Ganns Limit and Appropriations Subject to Limit be calculated at follows:

- a. The prior year Gann Limit as restated in Resolution 2026-13: \$1,005,356.19.
- b. The annual factors used to adjust the Gann Limit shall be the percentage change of Per Capital Income (4.95%) and the percentage change of Humboldt County Total Population (-0.27%).
- c. The Gann Limit for FY2026-27 shall be \$1,052,272.49.
- d. The budgeted Appropriations Subject to Limit is \$817,544.00, or \$234,728 below the calculated limit.
- e. See Attached Exhibit A for detailed summary of calculations and historical Gann Limits.

ADOPTED, SIGNED AND APPROVED at a duly called meeting of the Board of Directors of the McKinleyville Community Services District on June 3, 2026 by the following polled vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Dennis Mayo, Board President

Attest:

Joseph Blaine, CMC, Board Secretary

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: E.6 **Consider Second Reading of Ordinance 2026-03 Amending the District’s Rules and Regulations Generalizing Specific Fees to Reference Appendix A: Current Special Fee Schedule and Appendix B: Facility & Park Rental 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 2026-03 (**Attachment 2**) by title only.

Discussion:

As part of its due diligence, Staff has reviewed the District’s Rules and Regulations. Based on this review, Staff has determined that, for the mutual benefit of customers and Staff, specific fees should be consolidated and referenced in Appendix A: Current Special Fee Schedule, draft included as **Attachment 3** and Appendix B: Facility & Park Rental Fee Schedule, draft included at **Attachment 4**. Centralizing these fees allows customers to easily locate all applicable fees in a single section of the Rules and Regulations, while enabling Staff to efficiently update fees—other than those subject to Proposition 218—without the need for piecemeal amendments through the ordinance process.

During its review, Staff determined that Rule 8.03 (Meter Test Deposit), along with Rules 8.04 and 8.05, which address the results of meter testing, are outdated and no longer applicable. Badger, the water meter manufacturer, conducts factory testing prior to shipment to ensure each meter registers within acceptable limits, rendering these provisions unnecessary.

Additionally, Staff noted that Rule 14.05 (Supply from Fire Hydrant) states that the District offers the loan of a hydrant wrench for a nominal fee. As the District does not currently provide this service, this language is being removed from the rule.

Further, it was noted during the review of Rule 19.03 (Sewer Permits) that the existing sewer inspection fee is outdated and requires adjustment to align with current payroll rates. Staff is also recommending the discontinuance of the variable charge for (d) Commercial, Industrial, School, Public and Other Use Permit and that class of permit be charged at standard rates. These adjustments are reflected in the draft Appendix A: Current Fee Schedule (**Attachment 3**).

Staff also made additional adjustments to Regulation 45 (Permits, Fees and Deposits) to reflect current District procedures and to enhance clarity. Additionally, the draft Appendix B: Facility & Park Rental Fee Schedule (**Attachment 4**) includes proposed fee adjustments calculated by applying this year's Consumer Price Index/Cost of Living Adjustment (COLA) of 2.8% as a baseline. Proposed adjustments have been rounded where appropriate for administrative ease and consistency. The changes to Regulation 45 and proposed fee adjustments were recommended for approval to the Board by the Parks and Recreation Committee at their April 15, 2026 meeting.

This is the second reading of this Ordinance. Should the Board approve the second reading and adopt the Ordinance, the Ordinance will go into effect on July 3, 2026.

Alternatives:

None

Fiscal Analysis:

None

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Attachment 1 – 2026-05-06 MCSD Rules 5.01, 5.04, 5.11, 8.03, 8.04, 8.05, 9.04, 10.03, 10.09, 14.05, 14.08, 16.01(c), 19.03, 21.02, 27.08, 45.01.a, 45.02, 45.03.a, 45.03.c, 45.04.a, 45.05, 45.08, 52.03, and 73.11 in Track Changes

Attachment 2 – Ordinance 2026-03

Attachment 3 – Draft Appendix A: Current Special Fee Schedule

Attachment 4 – Draft Appendix B: Facility & Park Rental Fee Schedule

Rule 5.01. APPLICATION - a property owner or his agent may make application for regular water service on the following application form or by letter giving the same information and paying a nonrefundable processing fee ~~of \$20.00 (twenty dollars)~~ in accordance with the [District's Current Special Fee Schedule \(Appendix A\)](#).

Rule 5.04. INSTALLATION CHARGES - services and meters shall be installed without charge for all applications for water service received prior to or during the initial construction of the District's water system. The charges below will apply to applications received after the District's Contractor has progressed with the work beyond their property frontage. Such services and meters will be installed without charge only to areas having an existing need providing the owner guarantees to pay at least the minimum each month (whether used or not) for at least a one- year period.

Where service is installed without charge for a vacant lot the owner must guarantee to pay at least the minimum each month (whether used or not) for at least a two-year period.

Where the applicant requests installation of a 1 1/2 inch or larger water meter or where unusual circumstances exist, the charge for installation of water service shall be equal to the estimated cost plus 10 percent of such service connection. The applicant shall deposit said amount with the District prior to installation, the District will track actual expenditures, the District will compute the difference between the deposit and the actual expenditure, the District will rebate the difference to the applicant where the actual expenditure is less than the deposit. The term "unusual circumstances", as used in this rule, shall include water mains deeper than 6 feet, slopes greater than 20 percent, service line lengths of more than 35 feet and closure of roadway due to traffic safety considerations. ~~The schedule Fees~~ for all other service connections ~~is as follows: shall be charged in accordance with the District's Current Special Fee Schedule (Appendix A)~~

5/8" x 3/4" Meter	————— \$1,780.00
3/4" Meter	————— \$1,810.00
1" Meter	————— \$1,920.00

Where the applicant requests the installation of a water meter in an existing water meter box, and the requested meter is to be connected to an existing meter set, ~~the schedule of water meter installation charges shall be as follows: a water meter installation fee shall be charged in accordance with the District's Current Special Fee Schedule (Appendix A).~~

5/8" x 3/4" Meter	————— \$285.00
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~~3/4" Meter ————— \$310.00~~

~~1" Meter ————— \$371.00~~

Connection charges do not include paving over trenches as required by Humboldt County Public Works Department. Paving costs are the responsibility of the Developer.

Administration Fee — An Administration fee ~~of \$185~~ shall be charged in accordance with the District's Current Special Fee Schedule (Appendix A) to cover District costs associated with the review and administration of all service applications and Humboldt County Building & Planning Department referrals associated with new or revised water or sewer service connections. ~~The Administration fee is established at \$185.00; however, t~~he Administration Fee is based on District Labor cost and may be increased annually based upon the annual change, as calculated in December of each year, to an average of the San Francisco-Oakland-San Jose, CA and West-Size Class B/C COLA indexes published by the United State Bureau of Labor Statistics.

Rule 5.11. WATER CAPACITY FEE - a water capacity fee shall be collected from each applicant requesting a new water service in addition to any processing fees and/or installation charges. The capacity fee is based on meter size, ~~as follows:~~ and is charged in accordance with the District's Current Special Fee Schedule (Appendix A).

Size	Fee	Size	Fee
5/8"	\$4,552	3"	\$59,681
3/4"	\$6,523	4"	\$99,058
1"	\$10,461	6"	\$197,501
1 1/2"	\$20,308	8"	\$315,631
2"	\$32,118	10"	\$453,452

Due to recent changes in building code regulations, new single-family homes are to be sized with a 3/4" meter because of fire protection systems, rather than the typical 5/8" meter. It is recommended that all new single family residential units, with meter sizes 5/8" and 3/4" be charged the 5/8" meter rate to reflect their typical demand on the system.

Each July 1st, each rate set forth above shall be adjusted by the percentage change in the Construction Cost Index for the San Francisco Bay Area as published in the Engineering News Record between ~~June~~ July 2017 and the then most recently published Construction Cost Index.

~~Rule 8.03. METER TESTS—DEPOSIT—All meters will be tested prior to installation and no meter will be installed which registers more than two percent (2%) fast. If a customer desires to have the meter serving his premises tested, he shall first deposit Twenty dollars (\$20.00) and shall be present when the meter is tested. Should the meter register more than two percent (2%) fast, the deposit will be refunded, but should the meter register less than two percent (2%) fast the deposit will be retained by the Water Department.~~

~~Rule 8.04. ADJUSTMENT FOR METER ERRORS - FAST METERS - if a meter tested at the request of a customer is found to be more than two percent (2%) fast, the excess charges for the time service was rendered the customer requesting the test, or for a period of six months, whichever shall be the lesser, shall be refunded to the customer.~~

~~Rule 8.05. ADJUSTMENT FOR METER ERRORS - SLOW METERS - if a meter tested at the request of a customer is found to be more than twenty-five percent (25%) slow in the case of domestic services, or more than five percent (5%) slow for other than domestic services, the District may bill the customer for the amount of the undercharge based upon corrected meter readings for the period, not exceeding six months, that the meter was in use.~~

Rule 9.04. WATER CHARGES - water charges are due and payable ~~14 days after the billing date.~~ at the office of the district on the date of mailing the bill to the property owner or his agent as designated in the application, and delinquent 15 days after the Post Office cancellation date. The District shall charge \$0.60 (sixty cents) in addition to any other charges for each notice mailed to the customer advising the customer that a payment has not been received by the District within the 15 day payment period. The District will charge \$2.50 (two dollars and fifty cents) in addition to any other charges for each notice mailed to the customer notifying the customer that service will be terminated if payment is not received. The District shall charge appropriate notice fees for mailed notifications regarding nonpayment and service termination. Such fees shall be applied in accordance with the District's Current Special Fee Schedule (Appendix A).

Rule 10.03. RECONNECTION CHARGE - a reconnection charge plus penalties as applicable shall be made and collected prior to renewing service following an initial discontinuance or suspension. The reconnection charge for residential water service is set forth in the District's Rules and Policy Governing the Disconnection of Residential Water Service for Nonpayment of Water Rates and Charges. ~~The reconnection charge for commercial or other nonresidential water service will be equivalent to 2/3 (two-thirds) of an hour at the loaded Operations average hourly payroll rate as listed in the current MCSD fee schedule in Appendix A; and is listed in the Current Special Fee Schedule (Appendix A).~~ Service reconnection shall also require the payment of all charges currently due in addition to the reconnection charges. An additional refundable deposit equivalent to 2 1/2 (two and one-half) times the monthly average for each class of customer will be required of water/sewer accounts that have begun new service, reconnected or with an outstanding balance remaining from a previous MCSD service. ~~(See current MCSD fee schedule in Appendix A.)~~

Rule 10.09. RETURNED CHECK FEE - the District shall charge ~~the full returned payment fee or \$20 (twenty dollars); whichever is greater; a returned payment fee according to the Current Special Fee Schedule (Appendix A),~~ each time a customer's payment is rejected by that customer's financial institution.

Rule 14.05. SUPPLY FROM FIRE HYDRANT - an applicant for temporary use of water from a fire hydrant must secure a permit therefore from the District and pay the regular fee charged for the installation and removal of a meter to be installed on said hydrant; the applicant shall provide a valve for shutoff control, and a hydrant wrench necessary to operate such hydrant, ~~or pay the District Five Dollars (\$5.00) for the loan of such equipment;~~ and pay for the water used in accordance with the meter readings, at the rates prescribed by the District.

Rule 14.08. SHORT TERM PROCESSING FEE - a property owner or his agent may set up a short-term water account to purchase up to 500 cubic feet of water for use at an existing meter for up to a two-week period by paying a non-refundable fee ~~of \$20 (twenty dollars) according to the Current Special Fee Schedule (Appendix A).~~ The property owner may extend the time period and/or consumption limit by paying an additional non-refundable processing fee ~~of \$20 (twenty dollars)~~ for one additional increment of time and/or consumption. Additional increments of short-term service may be granted at the discretion of the General Manager or their designee. The District will bill the customer for all water consumption over the 500 cubic foot consumption limit in any two-week period at the then current water rates.

Rule 16.01. RATE SCHEDULE - the monthly charge for water service to a customer shall be calculated by adding the following components: (a) a fixed monthly charge based on the size of the customer’s water meter, (b) a consumption charge based on the amount of water consumed by the customer and(c) a “pass-through” charge based on the amount of water consumed by the customer.

(a) The fixed monthly charge shall be calculated as follows, effective January 1 of the years shown:

Description					
	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Monthly Base Charge					
5/8 Inch	\$ 20.45	\$ 21.68	\$ 22.98	\$ 24.13	\$ 25.10
3/4 Inch	\$ 28.39	\$ 30.10	\$ 31.90	\$ 33.50	\$ 34.85
1.0 Inch	\$ 44.28	\$ 46.93	\$ 49.75	\$ 52.24	\$ 54.34
1.5 Inch	\$ 83.98	\$ 89.02	\$ 94.36	\$ 99.08	\$ 103.06
2.0 Inch	\$ 131.63	\$ 139.53	\$ 147.89	\$ 155.29	\$ 161.54
3.0 Inch	\$ 242.81	\$ 257.37	\$ 272.80	\$ 286.46	\$ 297.97
4.0 Inch	\$ 401.63	\$ 425.72	\$ 451.25	\$ 473.83	\$ 492.88
6.0 Inch	\$ 798.69	\$ 846.60	\$ 897.36	\$ 942.27	\$ 980.15
8.0 Inch	\$1,275.17	\$1,351.65	\$1,432.70	\$1,504.40	\$1,564.87

(b) The consumption charge shall be calculated as follows, effective on January 1 of the dates shown, with the first eight hcf (hundred cubic feet) or portion of an hcf consumed charged at the tier one rate and each hcf (or portion) in excess of eight hcf charged at the tier two rate:

Description					
	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Volume Per 100CF:					
0-800 CF	\$ 2.47	\$ 2.62	\$ 2.78	\$ 2.92	\$ 3.04
over 800 CF	\$ 3.32	\$ 3.51	\$ 3.73	\$ 3.91	\$ 4.07

- (c) The pass-through charge shall be the wholesale rate charged by Humboldt Bay Municipal Water District to the District, expressed on a per Hundred Cubic Feet basis at a rate according to the Current Special Fee Schedule (Appendix A). ~~Effective January 1, 2019, the pass-through charge shall be \$1.59 per hcf.~~ The pass-through charge shall automatically adjust each time a change in the wholesale cost becomes effective; however, (i) no further adjustments to the pass-through shall occur after January 1, 2027 unless the district conducts additional proceedings pursuant to Article XIII D, Section 6 of the Constitution and (ii) no adjustment to the pass through shall take effect until notice of such adjustment has been given pursuant to Government Code Section 53756(d).
- (d) Customers residing in a zone of special benefit will pay the fee specified in the then current resolution for their zone in addition to the charges specified above.
- (e) Service charge revenues shall be used to fund costs of providing water service and for no other purpose.

Rule 19.03. SEWER PERMITS - there shall be five (5) classes of permits requiring various fees according to the District's Current Special Fee Schedule (Appendix A), with classes as follows:

- (a) Single Family Residence: ~~\$30.00~~
- (b) Multiple Dwellings: ~~\$30.00 plus \$2.00 per living unit up to 50 units (all over 50 units at \$1.00 per unit)~~
- (c) The fees charged for (a) and (b) above allows for one on-site inspection. Any follow-up inspections required will be charged to the applicant at cost.
- (d) Commercial, Industrial, School, Public and Other User Permit: ~~\$30.00 plus \$.25 per ft. over 100 feet of building sewer length.~~
- (e) Public Sewer Construction Permit: ~~\$30.00~~ The District shall collect a permit fee plus an amount equal to 5% of the estimated Construction Cost shall be deposited prior

to Commencement of Construction. Actual cost will be charged when the project is approved by the District.

- (f) Sewer Alteration Permit and Trailer Court: ~~\$30.00 - ONE CALL ONLY~~

Rule 21.02. CONNECTION CHARGE. The connection charge provided by this Ordinance shall be computed by the Manager based upon "what the share of the cost of said sewer main and facilities of the connecting property would have been had it been assessed in said proceedings, using the same formula as used in the assessment district for determining the assessment." The basis of the original assessment levy is as follows with dollar amounts in the Current Special Fee Schedule (Appendix A):

- (a) General area charge (all land within 600 feet of sewer main) = ~~\$180.00 per acre.~~
- (b) Local area charge (all land within 200 feet of a sewer main) = ~~\$540.00 per acre;~~
- (c) Unit Charge
 - i. Lateral Charge - 4 inch = ~~\$1,600.00~~
See Appendix A
 - Lateral Charge - 6 inch = ~~\$1,825.00~~
See Appendix A
 - ii. (Local Sewer Availability) Capital Cost/Connection - 4 inch = ~~\$472.00~~
See Appendix A
 - (Local Sewer Availability) Capital Cost/Connection - 6 inch = ~~\$692.00~~ See Appendix A

- (d) Sewer Capacity Fee – If in a sewer service area, a Sewer Capacity fee shall be collected from each applicant requesting a new water service in addition to any processing fees and/or installation charges. The capacity fee is ~~\$8110~~ per Equivalent Residential Unit (ERU) plus ~~\$472 for a total fee of \$8582~~ the capital cost per connection. Please note, an additional ~~\$472 charge~~ related to joint costs (capital cost per connection) is applied only once, not per ERU. Each July 1st, each rate set forth in this subdivision (d) shall be adjusted by the percentage change in the Construction Cost Index for the San Francisco Bay Area as published in the Engineering News Record between July 2017 and the then most recently published Construction Cost Index.

- ~~(e) Example of application of above described charges- For a one-half (1/2) acre parcel of normal shape that falls entirely within the local and general area with a single dwelling unit constructed thereon, cost would be:~~

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- (f) ~~General area charge - \$180.00 x .5 acre = \$90.00~~
- (g) ~~\$540.00 x .5 acre = \$270.00~~
- (h) ~~4-inch lateral = \$1,600.00~~
- (i) ~~(Sewer availability) Capital Cost/Connection = \$472.00~~
- (j) ~~Capacity charge = \$8110.00~~
- (k) ~~Subtotal = \$10,542.00~~

~~(t)(e)~~ Administration Fee – An Administration fee of ~~\$185~~ shall be charged in accordance with the District’s Current Special Fee Schedule (Appendix A) to cover District costs associated with the review and administration of all service applications and Humboldt County Building & Planning Department referrals associated with new or revised water or sewer service connections. ~~The Administration fee is established at \$185.00; however, t~~he Administration Fee is based on District Labor cost and may be increased annually upon the annual change, as calculated in December of each year, to an average of the San Francisco-Oakland-San Jose, CA and West-Size Class 8/C COLA indexes published by the United State Bureau of Labor Statistics.

~~(m)(f)~~ Buy in capacity charge - For all lands added to the sewer service area the Manager shall collect the additional charges set forth in the respective Resolution amending the sewer service area in addition to the other charges described above.

~~(n)(g)~~ Connection charges do not include paving over trenches as required by Humboldt County Public Works Department. Paving costs are the responsibility of the developer.

Rule 27.08. LATE NOTICE AND TERMINATION NOTICE FEES - ~~the District shall charge \$0.60 (sixty cents) in addition to any other charges for each notice mailed to the customer advising the customer that a payment has not been received by the District within the 15-day payment period. The District will charge \$2.50 (two dollars and fifty cents) in addition to any other charges for each notice mailed to the customer notifying the customer that service will be terminated if payment is not received. Sewer charges are due and payable 14 days after the billing date. The District shall charge appropriate notice fees for mailed notifications regarding nonpayment and service termination. Such fees shall be applied in accordance with the District’s Current Special Fee Schedule (Appendix A).~~

Rule 45.01.a. PERMIT TYPE DEFINITIONS - the District shall issue permits based on the following definition of use:

- (a) A "Special Event" shall be defined as use deemed to be non-programmatic with estimated attendance of less than 500 persons and no more than posted capacities at indoor facilities; for which off road and facility parking space is adequate; for which street closures are not required; and for which cancellation of approved vendor programs is not required.
- (b) A "Large Scale Community Event" shall be defined as use deemed to be non-programmatic with estimated attendance of more than 500 persons but no more than posted capacities at indoor facilities or for which off-road and facility parking space is adequate; or for which street closures may be required; or for which cancellation of an approved vendor program is required.
- (c) A "Vendor Contract" shall be defined as use by those individuals approved by the District Board of Directors Parks and Recreation Director, offering ongoing programs on a regular basis for no more than twelve months.

Rule 45.02. FACILITY USAGE PERMIT PROCESS - any individuals or organizations seeking issuance of a facility usage permit hereunder shall file a request for permit to use District facilities on the appropriate reservation form provided by the District. All requests must be filed with the District along with the required facility usage deposit, usage fees, proof of appropriate insurance coverage, and fees for other services at least (10) working days prior to the actual event date. The Parks & Recreation Director, under direction of the Board, may impose additional conditions for approval.

Rule 45.03.a. FEE STRUCTURE DEFINITIONS - the District shall identify the following fee structure definitions when charging customers for use of facilities:

- (a) A "Non-Profit Group" shall be defined as any group or organization which can supply proof of non-profit status via the Internal Revenue Service code. Other Governmental entities shall be considered as falling within the guidelines of this definition.
- (b) A "Vendor" shall be defined as an individual or organization, approved by the District Board of Directors Parks and Recreation Director that has a fully executed vendor contract for use of District facilities.
- (c) A "Private Citizen/Business" shall be defined as other potential users not fitting within the "non-profit group" or "vendor" definition.
- (d) A "Commercial Event" shall be defined as an event being held for the purpose of private financial gain for an individual or organization.
- (e) An "Event Host" shall be defined as a District employee who has received training regarding use of District facilities for outside events. Event hosts are required for all events where alcohol is being served and/or sold and events with more than 200

~~attendees, except those taking place at Azalea Hall concurrently with McKinleyville Senior Center events or at District facilities for those events sponsored by a District approved vendor.~~

(f) The "All Day Rate" shall be defined as a fee charged specifically for use of the Hewitt Room at Azalea Hall and which includes access to the facility for a maximum of twelve continuous hours.

(g) The "Half-Day Rate" shall be defined as a fee charged specifically for use of the Hewitt Room at Azalea Hall and which includes access to the facility for a maximum of six continuous hours.

~~1. The "Off-Peak Use Discount" shall be defined as a 25% discount on hourly rates only which can be applied to the following facilities and hours only: Activity Center- Monday through Friday before 3:00p.m; Azalea Hall- Sundays and Monday through Thursday after 4:00p.m. The Facility Use Fees can be viewed in Appendix B: Facility & Park Rental Fee Schedule.~~

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

~~ACTIVITY CENTER~~

~~Non-Profit Groups/Vendors ————— \$38.75/hour~~

~~Private Citizen/Business ————— \$55.00/hour~~

~~AZALEA HALL-ENTIRE FACILITY~~

~~Non-Profit Groups/Vendors ————— \$67.75/hour~~

~~Private Citizen/Business ————— \$90.00/hour~~

~~AZALEA HALL-HEWITT ROOM~~

~~Non-Profit Groups/Vendors ————— \$53.00/hour~~

~~Private Citizen/Business ————— \$65.75/hour~~

~~All Day Rate ————— \$550.00~~

~~Half Day Rate ————— \$332.00~~

AZALEA HALL-MEETING ROOM

Non-Profit Groups/Vendors ————— \$19.50/hour

Private Citizen/Business ————— \$26.00/hour

AZALEA HALL-KITCHEN —————

All Users ————— \$19.50/hour

LIBRARY CONFERENCE ROOM

Non-Profit Groups/Vendors ————— \$28.75/hour

Private Citizen/Business ————— \$31.75/hour

TEEN CENTER-ENTIRE FACILITY

Non-Profit/Vendors ————— \$73.50/hour

Private Citizen/Business ————— \$91.00/hour

All Day (12 hr) Rate ————— \$950.00

Half Day (6 hr) Rate ————— \$495.00

TEEN CENTER-MULTI PURPOSE ROOM

Non-Profit/Vendors ————— \$42.50/hour

Private Citizen Business ————— \$51.00/hour

TEEN CENTER-MUSIC ROOM

Non-Profit/Vendors ————— \$27.00/hour

Private Citizen Business ————— \$34.25/hour

All Day (8 hr) Rate *weekends only ————— \$222.00

TEEN CENTER-KITCHEN

Private Citizen/Single Use ————— \$38.00/hour

Non-Profit/Vendor ————— \$28.75/hour

PARKS

Gazebo Picnic Area ————— \$58.25/4 hrs

Picnic Pavilion ————— \$114.00/4 hrs

Special Event ————— \$174.00/day

*Commercial Events ————— \$281.00/day

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

SPECIAL EVENT SERVICES

Event Staff ————— \$19.50/hour

Event Setup

Events with less than 100 persons ————— \$91.25

Events with 101-200 persons ————— \$127.50

Events with more than 200 persons ————— \$159.50

Event Cleanup

Events with less than 100 persons ————— \$159.50

Events with 101-200 persons ————— \$191.00

Events with more than 200 persons ————— \$234.00

Rule 45.03.c. EVENT SERVICES FEES - the District shall charge a fee of ~~\$19.50 per hour~~ as listed in the Appendix B: Facility & Park Rental Fee Schedule, per hour for an event host and/or commercial event host for those events requiring such a host(s). The minimum

charge shall be two hours. Other events service fees shall be determined each year and are based on the direct expense associated with providing said service. Such event fees shall be established and adopted by the Board.

Rule 45.04.a. FACILITY USE DEPOSIT FEES - the District shall charge a ~~\$100~~ deposit as defined in the Appendix B: Facility & Park Rental Fee Schedule for events which qualify and are defined as special events. The District shall charge a ~~\$200~~ deposit as defined in Appendix B: Facility & Park Rental Fee Schedule for events in which alcohol is served and/or sold, which qualify and are defined as large-scale community events.

Rule 45.05. INSURANCE – a facility usage permit request shall not be considered fully executed unless the individual or organization seeking issuance of a facility usage permit obtains and furnishes liability coverage for the event which is acceptable to the District. The Parks & Recreation Director may impose additional conditions for approval.

Rule 45.08. SALE OR SERVICE OF ALCOHOLIC BEVERAGES - the District shall only grant permission for sale or service of alcoholic beverages when each of the following findings can be made:

- (a) The individual or organization seeking permission for sale or service of alcoholic beverages must file, with the District, a facility usage permit request for the facility in which the sale of alcoholic beverages is requested;
- (b) If applicable, the individual or organization seeking permission has a valid permit from the Alcohol Beverages Commission to sell alcohol;
- (c) If applicable, the individual or organization seeking permission has secured outside security services;
- (d) The use for which permission is sought complies with the use established for the facility or area requested.

For those events at which alcohol is served or sold, the following requirements shall also be required:

- (a) A District supervisor event host will be assigned to be present throughout the event;
- ~~(b) Facilities will not be rented for events at which the consumption of alcoholic beverages will be a principal activity. Facilities may be rented for events where alcoholic beverages are served only as an incidental component of a broader event purpose, such as a meal, reception, or fundraising activity. Events in which the consumption of alcoholic beverages is the primary or principal activity are prohibited. Fundraising tasting events that include both food and alcoholic beverage sampling~~

may be permitted, provided that:

a. The event includes substantial food service or food tastings as a central component;

b. Alcohol service is ancillary to the overall event purpose and not the sole or primary attraction;

c. All applicable licenses, permits, and insurance requirements are obtained; and

d. Alcohol is served in compliance with all local, state, and District regulations.

~~1. —~~

The Parks & Recreation Director has the authority to impose additional conditions as a requirement for issuance of a fully executed Special Event Reservation Form and Permit or Community Event Reservation Application and Permit.

Rule 52.03. PROCESSING FEE - the processing fee for establishment of street lighting service shall be ~~twelve (\$12) dollars~~ charged in accordance with the District's Current Special Fee Schedule (Appendix A).

Rule 73.11. PROCESSING FEE - prior to commencing service a non-refundable ~~fee of twelve (\$12) dollars~~ will be required of all customers in accordance with the District's Current Special Fee Schedule (Appendix A).-

ORDINANCE NO. 2026-03

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT AMENDING THE DISTRICT'S RULES AND REGULATIONS GENERALIZING SPECIFIC FEES TO REFERENCE APPENDIX A: CURRENT SPECIAL FEE SCHEDULE AND APPENDIX B: FACILITY AND PARK RENTAL 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, District staff identified sewer permit fees and Facility and Park rental fees are in need of adjustment; 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 5.01, 5.04, 5.11, 8.03, 8.04, 8.05, 9.04, 10.03, 10.09, 14.05, 14.08, 16.01(c), 19.03, 21.02, 27.08, 45.01.a, 45.02, 45.03.a, 45.03.c, 45.04.a, 45.05, 45.08, 52.03, and 73.11 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 May 6, 2025 and passed and adopted by the Board of Directors on June 3, 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 5.01:

Rule 5.01. APPLICATION - a property owner or his agent may make application for regular water service on the following application form or by letter giving the same information and paying a nonrefundable processing fee in accordance with the District's Current Special Fee Schedule (Appendix A).

2. Amendment to Rule 5.04:

Rule 5.04. INSTALLATION CHARGES - services and meters shall be installed without charge for all applications for water service received prior to or during the initial construction of the District's water system. The charges below will apply to applications received after the District's Contractor has progressed with the work beyond their property frontage. Such services and meters will be installed without charge only to areas having an existing need providing the owner guarantees to pay at least the minimum each month (whether used or not) for at least a one- year period.

Where service is installed without charge for a vacant lot the owner must guarantee to pay at least the minimum each month (whether used or not) for at least a two-year period.

Where the applicant requests installation of a 1 1/2 inch or larger water meter or where unusual circumstances exist, the charge for installation of water service shall be equal to the estimated cost plus 10 percent of such service connection. The applicant shall deposit said amount with the District prior to installation, the District will track actual expenditures, the District will compute the difference between the deposit and the actual expenditure, the District will rebate the difference to the applicant where the actual expenditure is less than the deposit. The term "unusual circumstances", as used in this rule, shall include water mains deeper than 6 feet, slopes greater than 20 percent, service line lengths of more than 35 feet and closure of roadway due to traffic safety considerations. Fees for all other service connections shall be charged in accordance with the District's Current Special Fee Schedule (Appendix A)

Where the applicant requests the installation of a water meter in an existing water meter box, and the requested meter is to be connected to an existing meter set, a water meter installation fee shall be charged in accordance with the District's Current Special Fee Schedule (Appendix A).

Connection charges do not include paving over trenches as required by Humboldt County Public Works Department. Paving costs are the responsibility of the Developer.

3. Amendment to Rule 5.11:

Rule 5.11. WATER CAPACITY FEE - a water capacity fee shall be collected from each applicant requesting a new water service in addition to any processing fees and/or installation charges. The capacity fee is based on meter size, and is charged in accordance with the District's Current Special Fee Schedule (Appendix A)

Due to recent changes in building code regulations, new single-family homes are to be sized with a 3/4" meter because of fire protection systems, rather than the typical 5/8" meter. It is recommended that all new single family residential units, with meter sizes 5/8" and 3/4" be charged the 5/8" meter rate to reflect their typical demand on the system.

Each July 1st, each rate set forth above shall be adjusted by the percentage change in the Construction Cost Index for the San Francisco Bay Area as published in the Engineering News Record between July 2017 and the then most recently published Construction Cost Index.

4. Amendment to Rule 8.03:

Rule 8.03 – Meter Tests Deposit is removed.

5. Amendment to Rule 8.04:

Rule 8.04 – Adjustment for Meter Errors – Fast Meters is removed.

6. Amendment to Rule 8.05:

Rule 8.05 – Adjustment for Meter Errors – Slow Meters is removed.

7. Amendment to Rule 9.04:

Rule 9.04. WATER CHARGES - water charges are due and payable 14 days after the billing date. The District shall charge appropriate notice fees for mailed notifications regarding nonpayment and service termination. Such fees shall be applied in accordance with the District's Current Special Fee Schedule (Appendix A).

8. Amendment to Rule 10.03:

Rule 10.03. RECONNECTION CHARGE - a reconnection charge plus penalties as applicable shall be made and collected prior to renewing service following an initial discontinuance or suspension. The reconnection charge for residential water service is set forth in the District's Rules and Policy Governing the Disconnection of Residential Water Service for Nonpayment of Water Rates and Charges and is listed in the Current Special Fee Schedule (Appendix A). Service reconnection shall also require the payment of all charges currently due in addition to the reconnection charges. An additional refundable deposit equivalent to 2 1/2 (two and one-half) times the monthly average for each class of customer will be required of water/sewer accounts that have begun new service, reconnected or with an outstanding balance remaining from a previous MCSD service.

9. Amendment to Rule 10.09:

Rule 10.09. RETURNED CHECK FEE - the District shall charge a returned payment fee according to the Current Special Fee Schedule (Appendix A), each time a customer's payment is rejected by that customer's financial institution.

10. Amendment to Rule 14.05:

Rule 14.05. SUPPLY FROM FIRE HYDRANT - an applicant for temporary use of water from a fire hydrant must secure a permit therefore from the District and pay the regular fee charged for the installation and removal of a meter to be installed on said hydrant; the applicant shall provide a valve for shutoff control, and a hydrant wrench necessary to operate such hydrant, and pay for the water used in accordance with the meter readings, at the rates prescribed by the District.

11. Amendment to Rule 14.08

Rule 14.07. SHORT TERM PROCESSING FEE - a property owner or his agent may set up a short-term water account to purchase up to 500 cubic feet of water for use at an existing meter for up to a two-week period by paying a non-refundable fee according to the Current Special Fee Schedule (Appendix A). The property owner may extend the time period and/or consumption limit by paying an additional non-refundable processing fee for one additional

increment of time and/or consumption. Additional increments of short-term service may be granted at the discretion of the General Manager or their designee. The District will bill the customer for all water consumption over the 500 cubic foot consumption limit in any two-week period at the then current water rates.

12. Amendment to Rule 16.01.c:

(c) The pass-through charge shall be the wholesale rate charged by Humboldt Bay Municipal Water District to the District, expressed on a per Hundred Cubic Feet basis at a rate according to the Current Special Fee Schedule (Appendix A). The pass-through charge shall automatically adjust each time a change in the wholesale cost becomes effective; however, (i) no further adjustments to the pass-through shall occur after January 1, 2027 unless the district conducts additional proceedings pursuant to Article XIII D, Section 6 of the Constitution and (ii) no adjustment to the pass through shall take effect until notice of such adjustment has been given pursuant to Government Code Section 53756(d).

13. Amendment to Rule 19.03:

Rule 19.03. SEWER PERMITS - there shall be five (5) classes of permits requiring various fees according to the District's Current Special Fee Schedule (Appendix A), with classes as follows:

- (a) Single Family Residence
- (b) Multiple Dwellings
- (c) The fees charged for (a) and (b) above allows for one on-site inspection. Any follow-up inspections required will be charged to the applicant at cost.
- (d) Commercial, Industrial, School, Public and Other User Permit
- (e) Public Sewer Construction Permit: The District shall collect a permit fee plus an amount equal to 5% of the estimated Construction Cost shall be deposited prior to Commencement of Construction. Actual cost will be charged when the project is approved by the District.
- (f) Sewer Alteration Permit and Trailer Court

14. Amendment to Rule 21.02:

Rule 21.02. CONNECTION CHARGE. The connection charge provided by this Ordinance shall be computed by the Manager based upon "what the share of the cost of said sewer main and facilities of the connecting property would have been had it been assessed in said proceedings, using the same formula as used in the assessment district for determining the assessment." The basis of the original assessment levy is as follows with dollar amounts in the Current Special Fee Schedule (Appendix A):

- (a) General area charge (all land within 600 feet of sewer main)
- (b) Local area charge (all land within 200 feet of a sewer main)
- (c) Unit Charge
 - i. Lateral Charge - 4 inch (See Appendix A)
 - Lateral Charge - 6 inch (See Appendix A)
 - ii. (Local Sewer Availability) Capital Cost/Connection - 4 inch (See Appendix A)
 - (Local Sewer Availability) Capital Cost/Connection - 6 inch (See Appendix A)
- (d) Sewer Capacity Fee – If in a sewer service area, a Sewer Capacity fee shall be collected from each applicant requesting a new water service in addition to any processing fees and/or installation charges. The capacity fee is per Equivalent Residential Unit (ERU) plus the capital cost per connection. Please note, an additional charge related to joint costs (capital cost per connection) is applied only once, not per ERU. Each July 1st, each rate set forth in this subdivision (d) shall be adjusted by the percentage change in the Construction Cost Index for the San Francisco Bay Area as published in the Engineering News Record between July 2017 and the then most recently published Construction Cost Index.

(e) Administration Fee – An Administration fee of shall be charged in accordance with the District's Current Special Fee Schedule (Appendix A) to cover District costs associated with the review and administration of all service applications and Humboldt County Building & Planning Department referrals associated with new or revised water or sewer service connections. The Administration Fee is based on District Labor cost and may be increased annually upon the annual change, as calculated in December of each year, to an average of the San Francisco-Oakland-San Jose, CA and West-Size Class 8/C COLA indexes published by the United State Bureau of Labor Statistics.

(f) Buy in capacity charge - For all lands added to the sewer service area the Manager shall collect the additional charges set forth in the respective Resolution amending the sewer service area in addition to the other charges described above.

(g) Connection charges do not include paving over trenches as required by Humboldt County Public Works Department. Paving costs are the responsibility of the developer.

15. Amendment to Rule 27.08

Rule 27.08. LATE NOTICE AND TERMINATION NOTICE FEES - Sewer charges are due and payable 14 days after the billing date. The District shall charge appropriate notice fees for mailed notifications regarding nonpayment and service termination. Such fees shall be applied in accordance with the District's Current Special Fee Schedule (Appendix A).

16. Amendment to Rule 45.01.a:

Rule 45.01.a. PERMIT TYPE DEFINITIONS - the District shall issue permits based on the following definition of use:

(a) A "Special Event" shall be defined as use deemed to be non-programmatic with estimated attendance of less than 500 persons and no more than posted capacities at indoor facilities; for which off road and facility parking space is adequate; for which street closures are not required; and for which cancellation of approved vendor programs is not required.

(b) A "Large Scale Community Event" shall be defined as use deemed to be non-programmatic with estimated attendance of more than 500 persons but no more than posted capacities at indoor facilities or for which off-road and facility parking space is adequate; or for which street closures may be required; or for which cancellation of an approved vendor program is required.

(c) A "Vendor Contract" shall be defined as use by those individuals approved by the Parks and Recreation Director, offering ongoing programs on a regular basis for no more than twelve months.

17. Amendment to Rule 45.02:

Rule 45.02. FACILITY USAGE PERMIT PROCESS - any individuals or organizations seeking issuance of a facility usage permit hereunder shall file a request for permit to use District facilities on the appropriate reservation form provided by the District. All requests must be filed with the District along with the required facility usage deposit, usage fees, proof of appropriate insurance coverage, and fees for other services at least (10) working days prior to the actual event date. The Parks & Recreation Director, under direction of the Board, may impose additional conditions for approval.

18. Amendment to Rule 45.03.a:

Rule 45.03.a. FEE STRUCTURE DEFINITIONS - the District shall identify the following fee structure definitions when charging customers for use of facilities:

(a) A "Non-Profit Group" shall be defined as any group or organization which can supply proof of non-profit status via the Internal Revenue Service code. Other Governmental entities shall be considered as falling within the guidelines of this definition.

- (b) A "Vendor" shall be defined as an individual or organization, approved by the Parks and Recreation Director that has a fully executed vendor contract for use of District facilities.
 - (c) A "Private Citizen/Business" shall be defined as other potential users not fitting within the "non-profit group" or "vendor" definition.
 - (d) A "Commercial Event" shall be defined as an event being held for the purpose of private financial gain for an individual or organization.
 - (e) An "Event Host" shall be defined as a District employee who has received training regarding use of District facilities for outside events. Event hosts are required for all events where alcohol is being served and/or sold and events with more than 200 attendees.
 - (f) The "All Day Rate" shall be defined as a fee charged specifically for use of the Hewitt Room at Azalea Hall and which includes access to the facility for a maximum of twelve continuous hours.
 - (g) The "Half-Day Rate" shall be defined as a fee charged specifically for use of the Hewitt Room at Azalea Hall and which includes access to the facility for a maximum of six continuous hours.
- The Facility Use Fees can be viewed in Appendix B: Facility & Park Rental Fee Schedule.

19. Amendment to Rule 45.03.c:

Rule 45.03.c. EVENT SERVICES FEES - the District shall charge a fee as listed in the Appendix B: Facility & Park Rental Fee Schedule, per hour for an event host and/or commercial event host for those events requiring such a host(s). The minimum charge shall be two hours. Other events service fees shall be determined each year and are based on the direct expense associated with providing said service. Such event fees shall be established and adopted by the Board.

20. Amendment to Rule 45.04.a:

Rule 45.04.a. FACILITY USE DEPOSIT FEES - the District shall charge a deposit as defined in the Appendix B: Facility & Park Rental Fee Schedule for events which qualify and are defined as special events. The District shall charge a deposit as defined in Appendix B: Facility & Park Rental Fee Schedule for events in which alcohol is served and/or sold.

21. Amendment to Rule 45.05:

Rule 45.05. INSURANCE – a facility usage permit request shall not be considered fully executed unless the individual or organization seeking issuance of a facility usage permit obtains and furnishes liability coverage for the event which is acceptable to the District. The Parks & Recreation Director may impose additional conditions for approval.

22. Amendment to Rule 45.08:

Rule 45.08. SALE OR SERVICE OF ALCOHOLIC BEVERAGES - the District shall only grant permission for sale or service of alcoholic beverages when each of the following findings can be made:

- (a) The individual or organization seeking permission for sale or service of alcoholic beverages must file, with the District, a facility usage permit request for the facility in which the sale of alcoholic beverages is requested;
- (b) If applicable, the individual or organization seeking permission has a valid permit from the Alcohol Beverages Commission to sell alcohol;
- (c) If applicable, the individual or organization seeking permission has secured outside security services;
- (d) The use for which permission is sought complies with the use established for the facility or area requested.

For those events at which alcohol is served or sold, the following requirements shall also be required:

- (a) An event host will be assigned to be present throughout the event;
- (b) Facilities may be rented for events where alcoholic beverages are served only as an incidental component of a broader event purpose, such as a meal, reception, or fundraising activity. Events in which the consumption of alcoholic beverages is the primary or principal activity are prohibited. Fundraising tasting events that include both food and alcoholic beverage sampling may be permitted, provided that:
 - a. The event includes substantial food service or food tastings as a central component;
 - b. Alcohol service is ancillary to the overall event purpose and not the sole or primary attraction;
 - c. All applicable licenses, permits, and insurance requirements are obtained; and
 - d. Alcohol is served in compliance with all local, state, and District regulations.

The Parks & Recreation Director has the authority to impose additional conditions as a requirement for issuance of a fully executed Special Event Reservation Form and Permit or Community Event Reservation Application and Permit.

23. Amendment to Rule 52.03:

Rule 52.03. PROCESSING FEE - the processing fee for establishment of street lighting service shall be charged in accordance with the District's Current Special Fee Schedule (Appendix A).

24. Amendment to Rule 73.11:

Rule 73.11. PROCESSING FEE - prior to commencing service a non-refundable will be required of all customers in accordance with the District's Current Special Fee Schedule (Appendix A).

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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)	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) Capacity Fees may also apply		(RR 5.01, 5.11)	5/8" x 3/4" meter \$ 1,780.00 3/4" meter \$ 1,810.00 1" meter \$ 1,920.00
Water Capacity Fee To be collected from each applicant requesting new water service. May be in addition to processing fees and/or installation charges.		(RR 5.11)	Meter size
			5/8" \$ 4,552.00
			3/4" \$ 6,523.00
			1" \$ 10,461.00
			1 1/2" \$ 20,308.00
			2" \$ 32,118.00
			3" \$ 59,681.00
			4" \$ 99,058.00
			6" \$ 197,501.00
			8" \$ 315,631.00
			10" \$ 453,452.00
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 **This cost includes removal & reset of existing meter.		Total Cost Includes: 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 **This cost includes removal & reset of existing meter. **Additional fees may apply for concrete & paving.		Total Cost Includes: 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 Placement or replacement		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	\$	8,110.00

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 2025/26, Ops Loaded Avg Wage/Hr=\$55.00

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

McKinleyville Community Services District Rules & Regulations

Appendix B: Facility & Park Rental Fee Schedule

FACILITY USE DEPOSITS

Events without Alcohol	\$250
Events with Alcohol	\$500

ACTIVITY CENTER

Non-Profit Groups/Vendors	\$39.75/hour
Private Citizen/Business	\$56.50/hour

AZALEA HALL-ENTIRE FACILITY

Non-Profit Groups/Vendors	\$69.50/hour
Private Citizen/Business	\$92.50/hour

AZALEA HALL-HEWITT ROOM

Non-Profit Groups/Vendors	\$54.50/hour
Private Citizen/Business	\$67.50/hour
All Day Rate	\$565.00
Half Day Rate	\$341.00

AZALEA HALL-MEETING ROOM

Non-Profit Groups/Vendors	\$20.00/hour
Private Citizen/Business	\$26.75/hour

AZALEA HALL-KITCHEN

All Users	\$20.00/hour
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LIBRARY CONFERENCE ROOM

Non-Profit Groups/Vendors	\$29.50/hour
Private Citizen/Business	\$32.50/hour

TEEN CENTER-ENTIRE FACILITY

Non-Profit/Vendors	\$75.50/hour
Private Citizen/Business	\$93.50/hour
All Day (12 hr) Rate	\$975.00
Half Day (6 hr) Rate	\$508.00

TEEN CENTER-MULTI PURPOSE ROOM

Non-Profit/Vendors	\$43.75/hour
Private Citizen Business	\$52.50/hour

TEEN CENTER-MUSIC ROOM

Non-Profit/Vendors	\$27.75/hour
Private Citizen Business	\$35.25/hour
All Day (8 hr) Rate *weekends only	\$228.00

TEEN CENTER-KITCHEN

Private Citizen/Single Use	\$39.00/hour
Non-Profit/Vendor	\$29.50/hour

PARKS

Gazebo Picnic Area	\$60.00/4 hrs
Picnic Pavilion	\$117.00/4 hrs
Special Event	\$179.00/day
Commercial Events*	\$289.00/day

*May Require a Commercial Event Host

Park Restroom Key Deposit** \$50

**Cash or Check ONLY

SPECIAL EVENT SERVICES

Event Host	\$20.00/hour
Commercial Event Host	\$37.25/hour

Event Setup

Events with less than 100 persons	\$93.75
Events with 101-200 persons	\$131.00
Events with more than 200 persons	\$164.00

Event Cleanup

Events with less than 100 persons	\$164.00
Events with 101-200 persons	\$161.50
Events with more than 200 persons	\$240.50

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: E.7 **Consider Second Reading of Ordinance 2026-04 Amending the District's Rules and Regulations, Rule 7.07 Cross-Connections**

PRESENTED BY: **James Henry, Operations 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, and approve the second reading and adoption of Ordinance 2026-04 (**Attachment 2**) by title only.

Discussion:

At the August 6, 2025 Board meeting, the Board approved the District's Cross-Connection Control Plan (CCCP) (**Attachment 1**), which was subsequently submitted to the State Water Resources Control Board for review and approval. The CCCP complies with California Code of Regulations (CCR) Title 17, which requires water purveyors to maintain a Cross-Connection Control Program and mandates backflow protection where a health hazard—such as a sewage pump—is connected to a building's plumbing system, and it now requires that all devices be installed above ground. Ordinance 2026-04 (**Attachment 2**) has been edited to further codify the District's Rules and Regulations regarding backflow prevention requirements.

Major changes to District policy brought forward by the CCCP include:

- Adoption of a CCCP
 - No Previous requirement for such document.
- DCVs above ground
 - When a DCV device fails, customers will need to bring DCV above grade to meet current standards.
- RP Backflow device required for connections with pressure sewer pumps
 - No previous requirement for these type of service connections
- Certified Cross Connection Control Specialists
 - The District must have at least one CCC Specialist to perform Hazard Assessments and ensure the system is protected from backflow. The District currently has two CCC Specialists on Staff.
- Public Outreach
 - The CCPH requires the District to inform the public about the dangers of Backflow and the effect it may have on the PWS.
- Recordkeeping
 - The District must keep records of any Backflow event that occurs.

- Hazard Assessment
 - The CCC Specialist must complete a hazard assessment checklist and survey to determine the degree of hazard and the necessary level of backflow required.

This is the second reading of this Ordinance. Should the Board approve the second reading and adopt the Ordinance, this Ordinance will go into effect on July 3, 2026. meeting.

Alternatives:

None

Fiscal Analysis:

None

Environmental Requirements:

Not applicable

Exhibits/Attachments:

Attachment 1 – 2026-05-06 MCSD Rules and Regulations Rule 7.07 in Track Changes

Attachment 2 – Ordinance 2026-04

Rule 7.07. CROSS-CONNECTIONS - the customer must comply with State and Federal laws governing the separation of dual water systems or installations of back flow protective devices to protect the public water supply from the danger of cross-connections. [California Code of Regulations \(CCR\) Title 17: Requires water purveyors to maintain a Cross-Connection Control Program, which mandates backflow protection where a health hazard—such as a sewage pump—is connected to a building's plumbing.](#) Back flow protective devices must be [a USC approved device and must be](#) installed as near the service as possible and shall be open to test and inspection by the Water Department. Plans for installation of back flow protective devices must be approved by the Water Department prior to installation.

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ORDINANCE NO. 2026-04

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT AMENDING THE DISTRICT’S RULES AND REGULATIONS, RULE 7.07 CROSS-CONNECTIONS

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 of Directors approved the District’s Cross-Connection Control Policy at the August 6, 2025 regular meeting; and

WHEREAS, the Board of Directors desires to amend the District’s Rules and Regulations to be consistent with the District’s Cross-Connection Control Policy.

NOW, THEREFORE, the Board of Directors of the McKinleyville Community Services District ordains that Rule 7.07 is amended to read as follows:

Rule 7.07. CROSS-CONNECTIONS - the customer must comply with State and Federal laws governing the separation of dual water systems or installations of back flow protective devices to protect the public water supply from the danger of cross-connections. **California Code of Regulations (CCR) Title 17:** Requires water purveyors to maintain a Cross-Connection Control Program, which mandates backflow protection where a health hazard—such as a sewage pump—is connected to a building's plumbing. Back flow protective devices must be a USC approved device and must be installed as near the service as possible and shall be open to test and inspection by the Water Department. Plans for installation of back flow protective devices must be approved by the Water Department prior to installation.

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 May 6, 2026 and passed and adopted by the Board of Directors on June 3, 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

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **ACTION**

ITEM: E.8 **Consider and Approve the MCSD Parks & Recreation Public Art in Our Parks Program**

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

TYPE OF ACTION: **Roll Call Vote**

Recommendation:

Staff recommends that the Board review information provided, discuss, take public comment and approve the MCSD Parks & Recreation Public Art in Our Parks Program (**Attachment 1**) and associated Public Art in Our Parks Program Application (**Attachment 2**) for use by the Parks & Recreation Department.

Discussion:

The Parks & Recreation Department has developed a proposed Public Art in Our Parks Program to encourage community-driven public art projects within MCSD parks and recreation facilities. The proposed program provides guidance and review procedures for murals, painted utility boxes, recreation-themed artwork, Indigenous art, and other artistic improvements on District property. Potential project locations initially include Pierson Park, Hiller Park, and the McKinleyville BMX Track & Park.

Discussion of a potential public art program began after the McKinleyville Chamber of Commerce expressed interest in potentially partnering on a mural project at the Pierson Park restrooms to help beautify the area and provide additional visibility for the Chamber's Music in the Park community concerts.

The proposed program also supports opportunities for community collaboration, youth participation, and Indigenous and Tribal artistic representation where appropriate. Staff also developed a corresponding Public Art in Our Parks Program Application to provide a standardized process for artists, schools, community groups, Tribal organizations, and other applicants to submit project proposals for consideration.

Under the proposed process, public art opportunities and locations would first be reviewed by the Parks & Recreation Committee (PARC), with final approval authority remaining with the MCSD Board of Directors.

Alternatives:

Staff analysis consists of the following potential alternative

- Take No Action

Fiscal Analysis:

There is no direct fiscal impact associated with approval of the program at this time. Individual public art projects may involve future costs related to materials, installation support, maintenance, or staff coordination. Funding sources for projects may include sponsorships, grants, donations, volunteer labor, or community fundraising efforts.

Environmental Requirements:

Not applicable

Exhibits/Attachments:

- Attachment 1 – MCSD Parks & Recreation Public Art in Our Parks Program
- Attachment 2 - MCSD Parks & Recreation Public Art in Our Parks Program Application



Parks & Recreation Department

Public Art in Our Parks Program

The McKinleyville Community Services District (MCSD) Parks & Recreation Department supports public art as a way to celebrate community identity, encourage creativity, beautify public spaces, and create pride in our parks and recreation facilities.

Public art projects may include murals, painted structures, artistic signage, recreation-inspired art, nature-themed installations, Indigenous art, utility box painting, and other approved artistic improvements within MCSD park properties.

This handout is intended to provide guidance for artists, community groups, sponsors, and volunteers interested in participating in public art projects at:

- Pierson Park
- Hiller Park
- McKinleyville BMX Track & Park
- Other MCSD Properties as Approved

Community-driven projects are encouraged, while ensuring artwork remains safe, welcoming, and appropriate for all ages.

Program Goals

The MCSD Public Art Program aims to:

- Beautify parks and recreation facilities
- Encourage community participation and local artists
- Celebrate McKinleyville's culture, environment, recreation, and history
- Celebrate and honor the artistic traditions and cultural contributions of local Indigenous and Tribal communities
- Reduce vandalism and graffiti through community ownership
- Create engaging and memorable public spaces
- Highlight youth recreation and outdoor activity

Eligible Public Art Projects

Potential projects may include:

- Murals
- Painted utility boxes
- Fence or wall art
- Recreation-themed artwork
- Nature and trail-inspired artwork
- Interactive art installations
- Community-painted projects
- Temporary or rotating installations
- Sculpture or artistic park features

Completed Project Application(s) that have secured funding will be presented to the Parks And Recreation Committee (PARC) and then recommended for approval by MCSD Board of Directors.

Guidance for Artists & Organizing Groups

Project Coordination

Applicants or organizing groups are responsible for:

- Securing funding for artists and supplies
- Coordinating participating artists
- Submitting artwork proposals and designs
- Communicating with MCSD staff
- Coordinating volunteers and installation schedules
- Maintaining completed artwork

A designated project lead must serve as the primary contact throughout the project.

Theme & Design Considerations

Artwork should reflect positive community values and may incorporate themes such as:

- Nature and local wildlife
- Community recreation
- Youth sports culture
- Forests, trails, and open space
- Family-friendly imagery
- McKinleyville history and identity
- Indigenous culture, history, and artistic traditions
- Native plant and animal species significant to the region

MCSD encourages collaboration with local Tribal artists and welcomes artwork that respectfully represents the cultures and histories of Indigenous peoples connected to the North Coast region.

Indigenous & Native Art

The McKinleyville Community Services District recognizes the importance of Indigenous art and cultural expression in our community spaces.

MCSD encourages participation from Native and Tribal artists and supports opportunities for artwork that reflects Indigenous histories, traditions, stories, and connections to the land.

When appropriate, MCSD may seek collaboration or consultation with local Tribal communities and artists to help ensure cultural representation is respectful and authentic.

Potential Indigenous art elements may include:

- Traditional and contemporary Native artwork
- Cultural storytelling through murals or installations
- Native plant and wildlife themes
- Tribal-inspired educational art
- Collaborative community art projects

All artwork should be created or approved by artists with appropriate cultural knowledge and lived experience when representing specific Tribal traditions, symbols, or stories.

Funding & Sponsorship

Projects may be supported through:

- Community fundraising
- Donations
- Sponsorships
- Grants
- Volunteer labor
- In-kind material contributions

Sponsors may be acknowledged in approved project materials or signage, subject to MCSD approval.

Applicants or organizing groups should clearly identify:

- Funding source and amount
- Material needs
- Volunteer support needs
- Maintenance plans

Selection Criteria

Artwork proposals may be evaluated based on:

- Artistic quality
- Creativity and originality
- Community relevance
- Visibility and compatibility with the site
- Durability and maintenance considerations
- Safety and accessibility
- Feasibility within budget and timeline

Final approval of all artwork and installation locations rests with MCSD.

Policies & Rules

1. MCSD retains ownership and control of all District properties used for public art projects.
2. All artwork proposals must receive prior approval from the MCSD Parks And Recreation Committee (PARC) and ultimately approval from the MCSD Board of Directors before installation.
3. Artwork must be appropriate for public viewing by all ages.
4. Artwork may not include:
 - Advertisements
 - Political campaign messaging
 - Hate speech or discriminatory content
 - Obscene or sexually explicit imagery
 - Illegal activity
 - Unauthorized trademarks or logos
5. Artwork must not interfere with park operations, visibility, safety features, or facility access.
6. Artists and volunteers must comply with all safety requirements during installation.
7. Depending on the project scope, insurance and liability waivers may be required.
8. Artwork is expected to be maintained in good condition. MCSD reserves the right to repair, remove, repaint, or replace artwork that becomes damaged, unsafe, heavily vandalized, or no longer suitable.
9. MCSD reserves the right to remove or modify artwork at any time if necessary for maintenance, safety, capital projects, or operational needs.

Recommended Materials

For painted surfaces, recommended materials include:

- Exterior-grade acrylic paints
- UV-resistant coatings
- Anti-graffiti protective coatings
- Weather-resistant sealants

All materials should be appropriate for long-term outdoor use.

Maintenance Expectations

Artists or organizing groups may be asked to assist with:

- Touch-ups
- Graffiti removal
- Minor repairs
- Protective coating reapplication

Long-term maintenance responsibilities should be identified before project approval.

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Parks & Recreation Department Public Art in Our Parks Program Application

The McKinleyville Community Services District (MCSD) Parks & Recreation Department is seeking artists, community groups, schools, Tribal artists, and organizations interested in participating in public art projects throughout MCSD parks and recreation facilities.

Applicant Information

Applicant Name: _____

Organization/Group (if applicable): _____

Primary Contact Person: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Website or Social Media (optional): _____

Applicant Type

(Please check all that apply)

- Individual Artist
- Artist Team
- Youth Artist
- School or Educational Group
- Community Organization
- Tribal Artist or Indigenous Organization
- Nonprofit Organization
- Other: _____

Proposed Project Information

Preferred Location(s):

- Pierson Park
- Hiller Park
- McKinleyville BMX Track & Park
- No Preference
- Other MCSD Property: _____

Artwork Title

Project Description

Please describe your proposed artwork, including theme, inspiration, community connection, and intended materials.

Community Connection

How does your artwork reflect the McKinleyville community, local environment, recreation culture, Indigenous heritage, or public space?

Indigenous & Native Art Representation (Optional)

If your project incorporates Indigenous or Tribal cultural themes, please describe how cultural representation has been developed respectfully and authentically.

Materials & Installation

Materials to be used:

Estimated Project Size:

Estimated Completion Timeline:

Will volunteers assist with installation?

- Yes
- No

If yes, please describe:

Funding & Sponsorship

Applicants who have not secured funding or will be a volunteer/community project will not be considered complete and therefore not forwarded to the Parks And Recreation Committee for Review or the MCSD Board for Approval.

- I have secured sponsorship or funding
- This is a volunteer/community-supported project

Estimated Project Budget:

\$ _____

List sponsors or partners (if applicable):

Required Attachments

Please include:

- Concept sketches or renderings
 - Color design examples
 - Photos/examples of previous artwork
 - Proposed timeline
 - Additional supporting materials (optional)
-

Artist Certification

I certify that the submitted artwork and materials are original work or that I have permission to use all included elements.

Applicant Signature: _____

Date: _____

Terms & Conditions

By signing below, I acknowledge and agree to the following:

1. All artwork proposals are subject to review and approval by the McKinleyville Community Services District Board of Directors.
2. MCSD reserves the right to request modifications to proposed artwork.
3. Approved artwork must remain appropriate for all ages and public viewing.
4. Artwork may not include advertisements, political campaign messaging, hate speech, obscene imagery, or depictions of illegal activity.
5. Artists are responsible for complying with all project safety requirements.
6. Depending on project scope, liability waivers and/or insurance documentation may be required.
7. MCSD reserves the right to remove, relocate, repair, or replace artwork if necessary for maintenance, safety, vandalism, or operational needs.
8. Artists retain copyright to their artwork unless otherwise agreed in writing; however, MCSD may photograph and reproduce images of completed artwork for promotional, educational, and program purposes.

Applicant Signature: _____

Date: _____

Submission Information

Please submit completed applications and attachments to:

McKinleyville Community Services District

Parks & Recreation Department

McKinleyville Community Services District

1656 Sutter Road

McKinleyville, CA 95519

(707) 839-3251

Kirsten Messmer

Parks & Recreation Director

kirsten@mckinleyvillecsd.com

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **INFORMATION**

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

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

TYPE OF ACTION: **Informational**

FINANCIAL, AUDIT, & BUDGET INFORMATION

Total Board Travel costs totaled \$25,762.34 as of April 30, 2026; this is 92.67% of the approved \$27,800 budget. (GL# 001/005/501/551 62035/62090/62155-888)

Audit/Budget Update:

The FY25/26 Interim Audit Work took place the week of May 18, 2026 and the field work is scheduled for the week of October 5, 2026.

Treasurer's Report Highlights:

The April 30, 2026 Treasurer's Report is item D.2 of this board packet.

Financial Updates

Columbia Bank interest earnings for April 2026 were \$4,665.53. The interest rate on the money market remains the same at 2.05% for this next quarter (April 1-June 30).

California CLASS Prime Fund has a current daily yield of 3.6977% and Enhanced Cash has a Current Yield of 3.7535%. Total District net earnings on funds held in California CLASS in April totaled \$76,773.56, bringing the total balance for all funds, including restricted and unrestricted, to \$25,696,497.41. All these funds, Prime or Enhanced Cash, are completely liquid and can be transferred back to the District's operating account quickly, apart from restricted reserves.

Other Updates

District staff are actively working with the Audit and Finance committee to finalize projects and finance amounts for the 2026 bond sale which will hopefully take place in early July. There is a full Action item regarding this process and project funding amounts within this board packet.

District staff are actively working on the Tyler Technology software implementation. Chart of Accounts work began the week of May 18, 2026, and MyGov Asset Management implementation began the week of May 26, 2026. Both modules will take approximately 6-weeks to complete with much more work to follow for other functionalities.

Attachments:

None

McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **INFORMATION**

ITEM: F.3.B **Operations Department – April / May 2026 Report**

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

TYPE OF ACTION: **None**

Water Department:

Water Statistics:

The district pumped 36.1 million gallons of water in April. Three 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 7 and 8 were conducted in April. Customers with failed DCV's were notified to make repairs and call the office to schedule a retest.

Average and Maximum Water Usage:

The maximum water usage day was 1.8 million gallons and the average usage per day was 1.2 million gallons.

Water Distribution Maintenance:

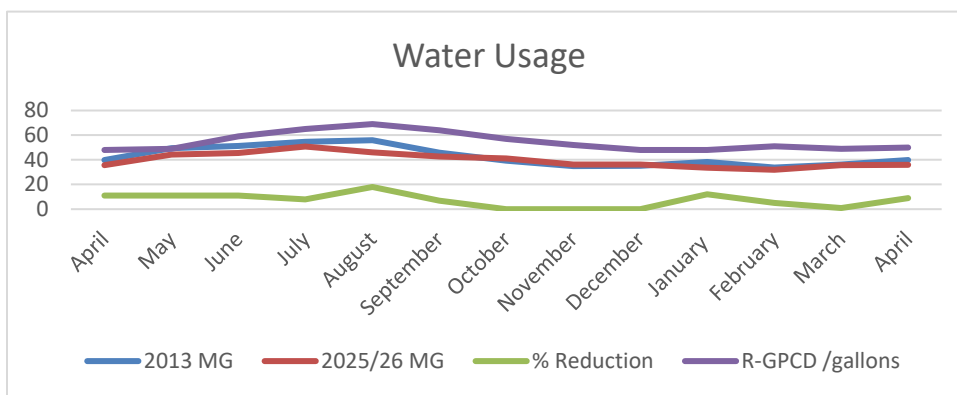
Weekly Bacteria Samples were collected on Schedules 1, 2, 3 and 4 which represent different locations in the water distribution system. The schedules are made up of a sample taken in each pressure zone. Valve exercising continues and is used as fill in work when possible. This will continue into the next few months. There were two service line leaks on Hiller Road and Ocean Drive due to root damage. The services were replaced with new services. A service line leak was also repaired on Dow's Prairie Road and service was replaced back to the main. Staff completed a list of tamper meter codes that came in. These were caused by gopher damage. Wires were wrapped with armor coating when repaired.

Water Station Maintenance:

Monthly inspections and daily routines were conducted at the water stations. Any minor issues found are repaired during inspections, but if they require parts or extensive labor, the issue is documented on the monthly sheet, which will then generate a work order for repairs. The bottom of the metal tanks were pressure washed as part of the semi-annual maintenance. The Blake Station received maintenance, cleaning and string trimming. A new breaker was installed at the Cochran Pumps to accommodate the pump upgrade that took place. All of this work was done in-house.

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
April	39.755	33.296	17	46
May	49.407	36.881	25	51
June	51.337	46.661	9	57
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



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 weather and site conditions and started back up beginning of May. They have about 5300' of main left to install along with several hydrants.

Sewer Department:**Wastewater Statistics:**

30.1 million gallons of wastewater were collected and pumped to the WWMF. 31.9 million gallons of wastewater were treated and discharged to NPDES Permit River Discharge EFF-001.

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. The B Street and Fischer stations were serviced as part of the quarterly maintenance plan. During this time, pumps were inspected, and the wet well washed. This is done to prevent hydrogen sulfide build up which can deteriorate the concrete walls along with removing rags and debris to prevent plugging up the pumps. Mowing was completed at the B Street R.O.W.

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. Semi-annual hydro-cleaning was completed using the Vac-con and 2500 psi of water through a rotating nozzle. This is done to remove grease and debris from the main preventing sewer overflow. Customers were notified in advance. Mowing took place at the several sewer R.O.W.'s.

Wastewater Management Facility:

Daily and weekly maintenance continues at the treatment plant to perform the required service on the equipment. The Chlorine Contact Chamber was drained and cleaned with fire hoses. The irrigation meter top-end was removed to send in for repairs. The SO₂ monitor was replaced at the WWMF due to old age on the existing one. The thermal switch was replaced on the generator due to the existing one failing and sending a fault code.

Daily Irrigation and Observation of Reclamation Sites:

River discharge ended on May 12th and Land Discharge began. Irrigation heads were string-trimmed and remarked to prevent farmer from hitting them when he mows. Two irrigation heads were repaired due to leaking. Hiller Lanes were mowed and fallen debris cleared.

Street Light Department:

There were no streetlight complaints in April.

Promote Staff Training and Advancement:

Weekly tailgate meetings and training associated with job requirements. Staff received training on Cla Val controls, Safe lifting techniques, Emergency Preparedness and an All Staff training on Robbery and Bomb Threat preparedness

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

Attended meetings to discuss the Letz Force main replacement.

Met with ICAD and surrounding radio site users to discuss radio towers.

Attended CWEA meetings and scheduled trainings.

Attended Budget meetings.

GIS:**Plans & Programs**

- 2025 Urban Water Management Plan
 - Final check of complete document prior to public hearing June 3rd
 - Updated Drinking Water Emergency Response Plan
 - Updated Public Hearing notice for upcoming public review
 - Compiled all other components and appendices to create final draft PDF document
 - Updated Risk Assessment summary report for MCSD
- Annual review of the Injury & Illness Prevention Plan
 - No Changes to be made at this time

General GIS/Maps Created

- Facilities Web Map updates
 - Updated water facilities layers to reflect changes/ edits from the past several months
- Valve and blow off inspection workflow map edits
 - Corrected numerous edits found by ops crew during valve inspections
- Dows Prairie Rd temporary water main diagram during culvert replacement project
 - Map depicting a potential solution to supplying water to customer service lines that would be affected by mainline shutdown
- Water Facilities shapefiles south of Mad River for Kennedy Jenks
- Water As-Builts Updates

- Corrected several pages to reflect corrections found by Ops Crew
- New GPS device troubleshooting
 - Uploaded new firmware update to GPS
 - Went through new tutorial created by Emlid to connect to Field Maps for easier use in the future GPS work

Misc. Work Completed

- USA's & Document Filing
- Helped ICS with troubleshooting new SCADA machine issue

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **INFORMATION**

ITEM: F.3.C **Parks & Recreation Director's Report for May 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 April 15, 2026. 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:

Melton Design Group completed the final construction bid documents, which were released on March 22, 2024. At the June 5, 2024 Board Meeting, the contract was awarded to the lowest responsive bidder, F. Loduca Co. The month's long permitting saga has concluded, and we now have the County permit for the construction. The district executed a change order with F. Loduca Co. for the additional work that was added during the permitting process and tree removal began on May 19, 2025. The contractor's focus this last couple of months has been on the BMX track and irrigation. Rain played a big part in the slowing of progress on the project this past winter and spring. Bi-weekly construction meetings are being held at the District office and via zoom with District staff, and representatives from the F.Loduca Co. and MDG. Fence installation around the track has begun. The starting hill will have the starting gate installed within the next few weeks. Many of the playground equipment features are in the process of being installed. Amenities such as trash can receptacles, benches and a picnic table have arrived and are being stored at the office Corp yard waiting for installation.

MCKINLEYVILLE COMMUNITY FOREST COMMITTEE & SUBCOMMITTEES:

MCF Committee Update

The McKinleyville Community Forest Committee (MCFC) met on May 19, 2026. The Approved Minutes of the April 21, 2026 MCFC Meeting can be reviewed in Attachment 1. The informational items reviewed at the May meeting included reports from the TICS and FMPFB Subcommittees, as well as a presentation from Green Diamond and the Northcoast Regional Land Trust about the Lindsay Creek Easement on the forest property bordering the MCF to the east. There was an action item to Discuss the recent changes approved by the MCSD Board and approve staff's proposed approach for implementation

of the open seats on the MCFC.

TICS Subcommittee Update

The TICS Subcommittee met on May 26, 2026. The Subcommittee began by taking public from David from RCMBBA that they installed boundary signs on the border of the MCF property and the Lindsay Creek Easement property and a written public comment from a supporter of having a Disc Golf course in the MCF. The first action item was a review and discussion of the MBTTA MOU as a result of work they did clearing a trail that has not been approved by the TICS subcommittee, the full committee or MCSD. Discussion ensued and this resulted in a motion to require MBTTA to meet with MCSD staff and identified professionals to determine necessary steps to close, abandon, and determine any mitigative maintenance needed on the unapproved trail. The next item was an informational item that informed the subcommittee that the use of Electric Moto Bikes is prohibited in the MCF due to the Deed restrictions. The last item was a review of the Draft Trail Plan, which was presented by subcommittee member Nicole West. For the Trails Plan, the sub-subcommittee will meet prior to the June TICS meeting to come to a consensus on the categorization of identified trails in the forest. Nicole West also asked the committee to review section 6 of the draft Trails Plan and come prepared with comments to the June TICS meeting.

FMPFB Subcommittee Update

The FMPFB Subcommittee met on May 6, 2026. The FMPFB Subcommittee spent the meeting discussing a potential Memorial Grove in the MCF. Subcommittee members were generally in favor of a fee based program, based loosely on similar programs by Save the Redwoods League, where a fee of approximately \$25,000 would be charged and used to create a restoration Memorial Grove in the Community Forest. Kevin Creed and Jess Elm will work on an outline of the program to present to the Subcommittee at their June meeting.

RECREATION PROGRAM UPDATES

Recreation Program Updates

- Drop-in Pickleball is back to its normal school year schedule: Monday, Wednesday and Friday mornings 9:00am to 12:00pm at the McKinleyville Activity Center. Drop in is \$4 per person.
- Beginning Pickleball's next session is 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. The March session was full.
- 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.
- The Pee Wee Basketball League is full, the league will run from April 4 to May 16, 2026. The league is for youth in TK – 2nd grades. Registration fees are \$85 for McKinleyville residents and \$90 for non-residents.
- Sunday Night drop-in Basketball is averaging 8-10 participants per week.

- The Adult Wood Bat Softball League registration opens June 1st. The Leagues will play on Sundays from August 2 – October 4.
- Every Thursday from 10:30am to 12:30pm, the Activity Center hosts a playgroup for children ages 0–5 and their guardians. Starting February 15, we are testing out a Sunday playgroup session from 9:30-11:30am. Playgroup will not happen during summer due to Summer Camps, it will resume after summer, tentative re-open August 20.
- The Summer Basketball Program registration is also now open, Co-ed 3rd-4th will play on Tuesdays, with co-ed 5th-6th graders playing on Thursdays from
- The Tot-letics: T-Ball session will be run May 23 through June 20, registration will open April 6, 2026. The registration fee is \$80 for McKinleyville residents and \$85 for non-residents.
- We are partnering with MUSD this summer for After-school Leader ELP Summer Programming Staffing.
- Summer Camp Registration is open, we will be partnering with MUSD again this summer, they will cover 50 spots for MUSD 4th-6th graders. There is also 3 weeks of Skate Camp in July.

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. As we move into the sunny spring 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. We currently have one full-time staff out on disability. We hired a Parks Seasonal Position, Lance Barton begin work on May 1st.

FACILITY RENTALS & USE

May Rentals:

- 14 Azalea Hall Rentals plus a weekly and a bi-weekly meeting room rental.
- 4 Pierson Park Rentals.
- 0 Hiller Park Picnic Area Rentals.
- 0 Teen Center Rentals.
- 3 Activity Center Rentals.
- 2 Activity Center and 1 Teen Center Birthday Party Program Rentals.
- The Teen Center Kitchen has one regular Vendor renting it for food preparation.
- The Azalea Hall Kitchen has one 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 Approved Meeting Minutes from April 21, 2026

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY FOREST COMMITTEE (MCFC) HELD ON TUESDAY, APRIL 21, 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)
- James Biteman, MCSD Board Director (Non-Voting Member)
- James Henry, MCSD Operations Director
- Kirsten Messmer, MCSD Parks and Recreation Director
- Jens Andersen, MCSD Recreation Coordinator
- Maya Conrad, MMAC Appointee Member
- Jennifer Ortega, PARC Appointee Member
- Joel Rink, Forester/RPF Member
- Tyler Brown, Natural Resources Services Agency
- Desiree Early Dorvall, Natural Resources/Biologist Member
- Michele Stephens, McKinleyville Resident Member
- Christopher Collier, At-Large Member
- Kevin Creed, At-Large Member
- Nicole West, Alternate Natural Resources/Biologist Member

The following Committee Members were Absent.

- Patrick Kaspari, MCSD General Manager

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

- Jess Elm, MCSD Environmental Programs Coordinator

2 Pledge of Allegiance

The Pledge of Allegiance was led by Christopher Collier.

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 Patrick Kaspari.

5 Approval of Agenda

Motion: It was moved to approve the agenda.

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

Roll Call: Ayes: James Henry, Kirsten Messmer, Jens Andersen, Maya Conrad, Jennifer Ortega, Joel Rink, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Christopher Collier, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari

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).

7 Consider Approval of Minutes of the Regular Meeting of the McKinleyville Community Forest Committee on March 17, 2026

Motion: It was moved to approve the March 17, 2026 meeting minutes.

Motion by: Michele Stephens **Second:** Kevin Creed

Roll Call: Ayes: James Henry, Kirsten Messmer, Jens Andersen, Maya Conrad, Jennifer Ortega, Joel Rink, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Christopher Collier, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari

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 by having the TICS members share the input they got back when reaching out to the user group that was invited to this TICS meeting, which was the Land Stewardship Supporters. They explained the insight they received in regards to environmental concerns within the MCF. The Subcommittee spent the remainder of their meeting reviewing and updating the Draft Trail Plan. Members focused on the *Trail Users and Accessibility* section and *Chapter 3 Access Points*.

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 edited the version of the Draft Forest Management Plan (FMP) that contained edits from the McKinleyville Community Forest Committee (MCFC) in real time and discussion ensued. They completed their edits and submitted the Draft FMP to the MCFC for their consideration to recommend to the McKinleyville Community Services District (MCSD) Board for their final approval. The Subcommittee also reviewed Kevin Creed's "Project Pathway" document. The FMPFB Subcommittee spent the remainder of their meeting discussing a potential Memorial Grove in the MCF. During initial discussions, the Subcommittee members were generally in favor of a fee based program, loosely based on similar programs by Save the Redwoods League, where a fee of approximately \$25,000 would be charged and used to create a restoration Memorial Grove in the Community Forest. Kevin Creed also had submitted different Memorial Grove Elements and Considerations for the MCFC to review.

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 Recommend Approval of Draft Forest Management Plan by the MCSD Board

Jess Elm, MCSD Environmental Programs Coordinator, presented the item. She explained how the FMPFB Subcommittee completed reviewing the Draft FMP at their March 3, 2026 meeting. The Draft FMP was then sent to the MCFC to review and return their edits the Jess Elm. Those edits received were then compiled into one master Draft FMP that the FMPFB Subcommittee reviewed at their April 7, 2026 meeting. After finalizing their edits, it was then brought to this MCFC meeting, April 21, 2026, to conduct a final review and consider recommending the document to the MCSD Board for final approval.

The Committee commented, discussed, and asked clarifying questions.

There was no public comment.

Motion: It was moved to recommend approval of the Draft Forest Management Plan to the MCSD Board.

Motion by: Kirsten Messmer **Second:** Kevin Creed

Roll Call: Ayes: James Henry, Kirsten Messmer, Jens Andersen, Maya Conrad, Jennifer Ortega, Joel Rink, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Christopher Collier, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari

Motion Summary: Motion passed.

11 Approve Current Committee Members Term Endings

Jess Elm, MCSD Environmental Programs Coordinator, presented the item. She explained how when creating the MCFC, MCSD intended on having the Committee members serve in increments of two years at a time, staggering the ending terms. To keep consistency throughout the MCFC, Staff is requesting that some members volunteer to stay on an additional year to begin this staggering process, having their new ending term date be December 31, 2027, instead of the originally determined ending term date of December 31, 2026.

Committee members discussed and asked clarifying questions.

There was no public comment.

Motion: It was moved to extend the term date to December 31, 2027 for Joel Rink, Desiree Early Dorvall, Kevin Creed, and Nicole West.

Motion by: Kirsten Messmer **Second:** James Henry

Roll Call: Ayes: James Henry, Kirsten Messmer, Jens Andersen, Maya Conrad, Jennifer Ortega, Joel Rink, Tyler Brown, Desiree Early Dorvall, Michele Stephens, Christopher Collier, Kevin Creed, Nicole West

Nays: None

Absent: Patrick Kaspari

Motion Summary: Motion passed.

12 Committee Chair Report

Gregory Orsini, MCFC Chair, reported that the MCSD Board had their First Reading of the Rules and Regulations changes made by Staff and the MCFC. The Second Reading will take place at the May 6th Board Meeting. Gregory Orsini also reported that Christopher Collier was approved by the MCSD Board to fill the vacant At-Large Voting Member seat on the MCFC.

13 Committee Member Announcements and Future Agenda Items

- Humboldt Trails Summit May 30th hosted by Humboldt Trails Council
- Absences Reminder
- California Conservation Corps (CCC) in the McKinleyville Community Forest April 1st and 2nd
- Joel Rink gave more details on the logging on the Green Diamond property adjacent to the MCF this summer. There was also Public comment asking questions about the logging that is going to be taking place.
- Huffman Appropriation Update
- Next FMP Subcommittee Meeting: May 5, 2026 at 4:30 p.m. at the MCSD Office (1656 Sutter Rd)
- Next MCF Committee Meeting: May 19, 2026 at 5:30 p.m.
- Next TICS Subcommittee Meeting: April 28, 2026 at 5:15 p.m. at the MCSD Office (1656 Sutter Rd)
- MBTTA Workday scheduled second Saturday 10am-2pm (Weather Dependent)
- VTS Workday scheduled third Saturday from 9am-noon (Weather Dependent)
- Kevin Creed announced that June 6th is National Trails Day
- Tyler Brown requested to have a Communication Plan added to the next MCFC Agenda for the logging on Green Diamond land adjacent to the MCF happening this summer. Kirsten Messmer said it would be best to wait to create a Communication Plan until after Green Diamond and North Coast Regional

Land Trust give their presentation on the Lindsay Creek Conservation Easement at the May 19th MCFC meeting.

- There was Public comment from Angeline Holtski, a volunteer member of the Active Transportation Subcommittee for the McKinleyville Municipal Advisory Committee (MMAC), about trail connectivity for the future Town Center and the MCF.

14 Adjournment

Meeting Adjourned at 6:20 p.m.



Jess Elm, Environmental Programs Coordinator

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McKinleyville Community Services District

BOARD OF DIRECTORS

June 3, 2026

TYPE OF ITEM: **INFORMATIONAL**

ITEM: F.3.D **General Manager’s Report for June 3, 2026 Meeting**

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

TYPE OF ACTION: **Information Only**

A summary of activity for the month of May 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 two months:

• Use of NHE Services =	\$2,990
• CCC Crew =	\$0
• SWAP =	\$3,840
• Volunteer Pickleball Labor =	\$906
• CSW =	\$0
• MCF Trail Stewards =	\$250
• Amazon Savings =	\$20
• Replace Fischer Station Comm Antenna =	\$340
• Replace WWMF SO2 Monitor =	\$680
• Replace WWMF Gen. Thermal Switch =	\$170
• <u>Cochran Pump Upgrade =</u>	<u>\$40,600</u>
TOTAL COST SAVINGS FOR MAY =	\$49,796

TOTAL COST SAVINGS FOR FY 25/26 = \$559,345

District Staff should be recognized and commended for their ongoing, efficient and incredibly cost-effective running of the District.

4.5 Gallon Water Tank Project – The tank is on-line and we are working on finalizing the contract and grant close out. We hope to file the Notice of Completion (NOC) in June (you will note this keeps getting pushed month by month) and will close out the Hazard Mitigation Grant and the North Coast Resource Partnership grant after the NOC is filed. The current contract completion date of February 28, 2025 has long passed, and the District is deducting Liquidated Damages from the pay requests. The Contractual Liquidated Damages (LDs) for this project is \$2,100 per calendar day. 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 retainage.

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. The 2023/24 FY CIP budget had \$9,000,000 budgeted, and the 2024/25 FY CIP budget had budgeted the final \$9M. However, we included \$1M in the CIP for FY 2025/26 to finish out the project. As stated above, the project has dragged out and we spent more than \$1M this fiscal year which is reflected in the May revise as approved by the Board.

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.**

Meanwhile the design and bid documents are being finalized by GHD, and we intend to go out to bid in July 2026 for this critical project. The CalTrans encroachment permit for the Construction has been submitted and receipt of that is the critical path. We have received notification from CalTrans that the application is complete, but we have not received the encroachment permit.

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 no longer available. The 2025/26 FY budget included \$2M for this project and \$3.8M budgeted for the 2026/27 Fiscal Years. 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 this year.

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 likely postpone the construction of this project until sometime after 2029.

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 tanks by next spring.

The 2025/26 Fiscal Year budget for this project is \$500k for completing the design and bid package and \$1M each budgeted for the 2026/27 & 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 Certificates of Participation expected to occur in 2026.

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. GHD has finalized the environmental studies required for the CEQA/NEPA permitting as well as draft Plans and Specifications. These 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 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. \$500,000 has been budgeted for FY 25/26, and \$1.5M for FY 26/27 & 27/28. 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 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 \$250,000 for FY 25/26, and \$2M for FY 26/27 & 27/28.

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 submitted Encroachment Permit applications to both entities. We will be finishing the design this spring, and District Staff will the perform the work in the summer of 2026.

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 25/26 and is being funded by the Mainline Replacement funds being set aside. It will also be included in the Certificate of Participation (COP) sale expected to occur in July 2026. 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 \$1M budgeted for the 2025/26 FY, and \$2M each for the 26/27 and 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 due to that Monday being the Memorial Day holiday.

Humboldt County Associations of Government (HCAOG) – District Staff attended the Technical Advisory Committee (TAC) meeting on May 7th. Items discussed were an additional allocation of STIP Trails money to the City of Arcata and the Transit Authority. Discussions with the MMAC Committee for Active Transportation (CAT) concerning these allocations has resulted in the CAT brainstorming and presenting a request to the County to access these funds for McKinleyville. There was also a presentation on a Level of Traffic Stress and PlaceMix GIS tools by GHD. This resulted in a subsequent meeting with GHD and request for an analysis by CalPoly and the County to look at the proposed impacts of the Town Center Ordinance on McKinleyville residents access to various services. There was also a review of potentially funding a HCAOG staff member to pursue Safe Routes to Schools grant funding.

The HCAOG Board Meeting was held on May 21st and the agenda included the approval of the TAC recommendations for the 2% STIP Bike and Pedestrian allocation as well as approval of funding agreements with HTA. The final Regional Housing Needs Allocation (RHNA) numbers were also approved, with the County allocation remaining at 2,481 housing units.

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 submitting 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 have finally gotten contact information for the grant managers at USDA and are working on completing the grant scope and costs to provide to them.

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. We are still working on a schedule for when that work will be implemented.

Attachments: Attachment 1 – WWMF Monthly Self-Monitoring Report

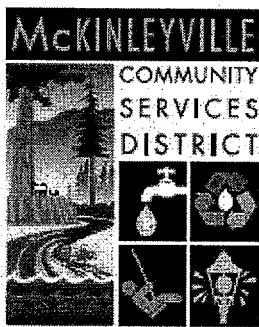
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R.W.Q.C.B. NORTH COAST REGION
5550 SKYLANE BLVD., SUITE A
SANTA ROSA, CA 95403

May 20, 2026

RE: MONTHLY MONITORING REPORT

Dear Sabrina:

Enclosed is the Monthly Monitoring Report for April 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 28 days going to 001. The required monitoring and water quality constituents that were tested and reported was in compliance in April.

Effluent Limitations Parameters	Units	Average Monthly	Average Weekly	Avg. % Removal	Max Daily	Instant 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 <1.8. Four samples were collected in the month of April and was in compliance.

Monthly River Monitoring was conducted in April.

Quarter 2 sampling was conducted in April.

Semi Annual Chronic Testing was conducted in January.

McKINLEYVILLE COMMUNITY SERVICES DISTRICT WASTEWATER MANAGEMENT FACILITY MONITORING DATA

MONTH: April 2026

DATE	INFLUENT MONITORING			EFFLUENT MONITORING			RIVER MONITORING			EFFLUENT MONITORING			RIVER MONITORING			EFFLUENT MONITORING			RIVER MONITORING		
	Flow (MGD)	Temp (C)	pH	BOD (mg/L)	TSS (mg/L)	Settleable Solids (mg/L)	Chlorine Res (mg/L)	Ammonia (mg/L)	Hardness (mg/L)	Chlorine Res (mg/L)	Chlorine Res (mg/L)	Chlorine Res (mg/L)	Chlorine Res (mg/L)	Chlorine Res (mg/L)	Chlorine Res (mg/L)	Chlorine Res (mg/L)	Chlorine Res (mg/L)	Chlorine Res (mg/L)	Chlorine Res (mg/L)	Chlorine Res (mg/L)	Chlorine Res (mg/L)
1	0.952	16.4	7.2	160	340	<0.1	0.9	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2	0.931	15.1	7.0	160	340	<0.1	0.9	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3	0.888	15.5	7.0	160	340	<0.1	1.3	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
4	0.920	15.9	7.1	160	340	<0.1	1.1	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
5	0.950	16.5	7.0	160	340	<0.1	0.9	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
6	0.892	16.6	6.9	160	340	<0.1	1.4	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
7	0.882	17.3	6.9	160	340	<0.1	1.6	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
8	0.859	17.3	7.0	160	340	<0.1	1.3	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
9	0.868	17.3	7.1	160	340	<0.1	1.1	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
10	0.849	17.1	7.1	160	340	<0.1	1.1	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
11	0.857	16.2	7.1	160	340	<0.1	1.2	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
12	0.895	16.2	7.1	160	340	<0.1	1.2	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
13	0.850	16.2	7.0	160	340	<0.1	1.1	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
14	0.822	16.0	7.1	160	340	<0.1	0.9	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
15	0.850	16.0	7.0	160	340	<0.1	1.0	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
16	0.829	13.7	7.1	160	340	<0.1	1.2	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
17	0.812	15.9	7.0	160	340	<0.1	1.2	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
18	0.830	16.0	7.0	160	340	<0.1	1.4	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
19	0.899	16.4	7.0	160	340	<0.1	1.4	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
20	0.881	15.7	7.0	160	340	<0.1	1.4	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
21	0.889	15.7	7.0	160	340	<0.1	1.4	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
22	0.875	15.9	7.0	160	340	<0.1	1.6	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
23	0.875	15.8	7.0	160	340	<0.1	1.5	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
24	0.841	16.1	7.0	160	340	<0.1	1.6	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
25	0.847	15.8	7.0	160	340	<0.1	1.4	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
26	0.917	15.7	7.0	160	340	<0.1	1.3	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
27	0.868	17.0	7.1	160	340	<0.1	1.6	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
28	0.837	17.0	CCB Wash	160	340	<0.1	N/A	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
29	0.831	17.1	CCB Wash	160	340	<0.1	N/A	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
30	0.840	17.1	7.3	160	340	<0.1	2.9	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

MONTHLY TESTS EFF-001 DISCHARGE TO RIVER										MONTHLY RIVER RSW-001										MONTHLY RIVER RSW-002									
Ammonia	Hardness	Nitrate	Total Phosphorus	Ammonia	Hardness	Nitrate	Turbidity	Conductivity	TSS	Ammonia	Hardness	Nitrate	Turbidity	Conductivity	TSS	Ammonia	Hardness	Nitrate	Turbidity	Conductivity	TSS								
0.8	2.0	4.0	6.3	0	7.4	163	5.4	100	184	0	7.4	163	5.4	100	184	0	7.4	163	5.4	100	184								
MONTHLY TESTS REC-001 DISCHARGE TO LAND										MONTHLY TESTS REC-002 DISCHARGE TO LAND										MONTHLY TESTS REC-003 DISCHARGE TO LAND									
FDS	Ammonia	Nitrate	Nitrite	Sodium	Chloride	Boron	FDS	Ammonia	Nitrate	FDS	Ammonia	Nitrate	Nitrite	Sodium	Chloride	Boron	FDS	Ammonia	Nitrate	FDS	Ammonia	Nitrate	Nitrite	Sodium	Chloride	Boron			
2.0	2.0	4.0	ND	32	38	170	2.0	2.0	4.0	2.0	2.0	4.0	ND	32	38	170	2.0	2.0	4.0	2.0	2.0	4.0	ND	32	38	170			
QUARTERLY GROUNDWATER MONITORING										QUARTERLY GROUNDWATER MONITORING										QUARTERLY GROUNDWATER MONITORING									
GW-001	GW-002	GW-003	GW-004	GW-005	GW-006	GW-007	GW-008	GW-009	GW-010	GW-001	GW-002	GW-003	GW-004	GW-005	GW-006	GW-007	GW-008	GW-009	GW-010	GW-001	GW-002	GW-003	GW-004	GW-005	GW-006	GW-007	GW-008	GW-009	GW-010
Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS	Nitrate	TDS
140	16.1	130	16.1	130	3.3	190	160	3.3	6400	140	16.1	130	16.1	130	3.3	190	160	3.3	6400	140	16.1	130	16.1	130	3.3	190	160	3.3	6400
SEMIANNUAL CHRONIC TOXICITY										SEMIANNUAL CHRONIC TOXICITY										SEMIANNUAL CHRONIC TOXICITY									
Date	Species	TSI Class	Date	Species	TSI Class	Date	Species	TSI Class	Permit Exceedance	Date	Species	TSI Class	Date	Species	TSI Class	Date	Species	TSI Class	Permit Exceedance	Date	Species	TSI Class	Date	Species	TSI Class	Date	Species	TSI Class	Permit Exceedance
1/5/2026	Rainbow Trout	PASS	1/5/2026	Rainbow Trout	PASS	1/5/2026	Rainbow Trout	PASS		1/5/2026	Rainbow Trout	PASS	1/5/2026	Rainbow Trout	PASS	1/5/2026	Rainbow Trout	PASS		1/5/2026	Rainbow Trout	PASS	1/5/2026	Rainbow Trout	PASS	1/5/2026	Rainbow Trout	PASS	

Signature: _____

Remarks: _____

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

April 2026

Discharge Monitoring DATE	M-INF MGD	M-001 MGD	MAXIMUM GPM	004 REC-001 FISCHER MGD UPPER	003 REC-001 FISCHER MGD LOWER	006 REC-001 PIALORSI MGD	005 REC-001 HILLER MGD	IRRGATE TOTAL MGD	001 EFF-001 RIVER MGD
1	0.952	0.601	736					0.000	0.601
2	0.931	0.858	975					0.000	0.858
3	0.888	1.014	993					0.000	1.014
4	0.920	1.013	1032					0.000	1.013
5	0.950	1.016	1004					0.000	1.016
6	0.892	1.013	976					0.000	1.013
7	0.882	1.007	1009					0.000	1.007
8	0.859	0.921	1018					0.000	0.921
9	0.868	0.865	820					0.000	0.865
10	0.849	0.858	795					0.000	0.858
11	0.857	0.864	857					0.000	0.864
12	0.895	0.857	833					0.000	0.857
13	0.850	0.847	808					0.000	0.847
14	0.822	0.854	766					0.000	0.854
15	0.850	0.845	876					0.000	0.845
16	0.829	0.843	793					0.000	0.843
17	0.812	0.845	840					0.000	0.845
18	0.830	0.847	843					0.000	0.847
19	0.899	0.841	827					0.000	0.841
20	0.881	0.838	844					0.000	0.838
21	0.889	0.836	869					0.000	0.836
22	0.875	0.839	875					0.000	0.839
23	0.875	0.842	876					0.000	0.842
24	0.841	0.839	874					0.000	0.839
25	0.847	0.844	907					0.000	0.844
26	0.917	0.849	897					0.000	0.849
27	0.868	0.492	903					0.000	0.492
28	0.837	0.000	0	Washed CCB				0.000	0.000
29	0.831	0.000	0	Washed CCB				0.000	0.000
30	0.840	0.998	1018					0.000	0.998
TOTAL	26.136	24.186		0.000	0.000	0.000	0.000	0.000	24.186
AVERAGE	0.871	0.806	829	0.000	0.000	0.000	0.000	0.000	0.806
MAXIMUM	0.952	1.016	1032	0.000	0.000	0.000	0.000	0.000	1.016
MINIMUM	0.812	0.000	0	0.000	0.000	0.000	0.000	0.000	0.000
DAYS	30	28		0	0	0	0	0	28
DAYS WITH NO DISCHARGE = 2									