



Municipal Service Review

ADOPTED
January 2009

Prepared by:



For the District Sphere of Influence Report

TABLE OF CONTENTS

	<u>Page</u>
Local Agency Formation Commission Authority	1
Agency Profile	3
Growth and Population	5
Services.....	5
Budget.....	12
Municipal Service Review Determinations.....	14
References.....	16

List of Figures and Tables

Figure 1: District Map.....	2
Table 1: Agency Profile.....	3
Table 2: Board of Directors.....	4
Figure 2: District Organization Chart	4
Table 3: Budget Summary.....	12
Table 4: Service Rates.....	13

LOCAL AGENCY FORMATION COMMISSION AUTHORITY

Latent Powers, Enabling Legislation and Empowered Services

The fundamental role of the Local Agency Formation Commission (LAFCo) is to implement the Cortese-Knox-Hertzberg Act (The Act) consistent with local conditions and circumstances. The Act guides LAFCo's decisions. The major goals of LAFCo as established by The Act are to:

- Encourage orderly growth and development;
- Promote orderly development;
- Discourage urban sprawl;
- Preserve open-space and prime agricultural lands by guiding minimizing resource loss;
- Exercise its authority to ensure that affected populations receive efficient services;
- Promote logical formation and boundary modifications that direct the burdens and benefits of additional growth to those local agencies that are best suited to provide services;
- Make studies and obtain and furnish information which will contribute to the logical and reasonable development of local agencies to provide for present and future needs;
- Establish priorities by assessing and balancing community service needs with financial resources available to secure and provide community services and to encourage government structures that reflect local circumstances, conditions and financial resources;
- Determine whether new or existing agencies can feasibly provide needed services in a more efficient or accountable manner and, where deemed necessary,

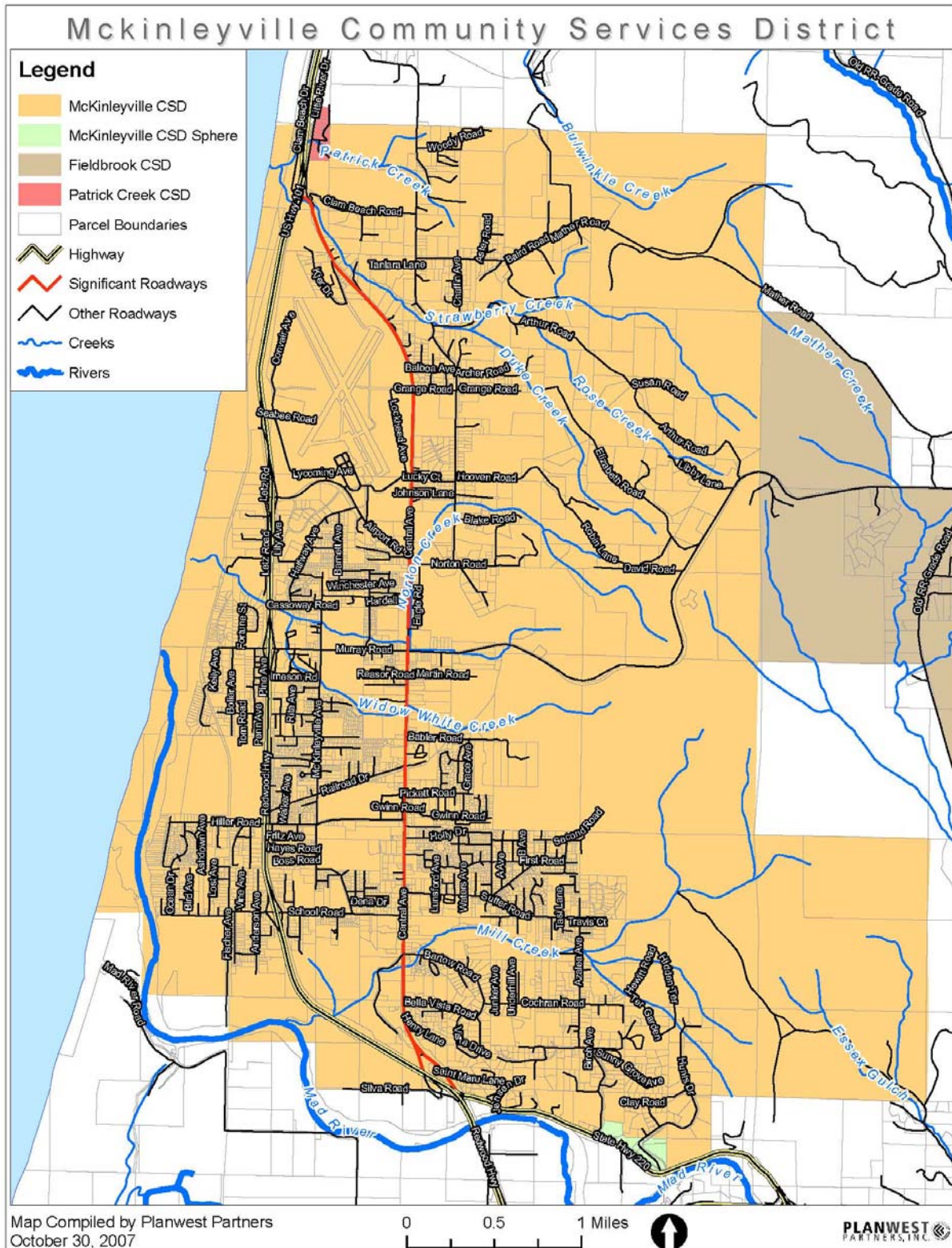
As set fourth in § 56425 (g) of The Act, on or before January 1, 2008, and every five years thereafter, Humboldt LAFCo shall review and update each Sphere of Influence (SOI).

Additionally, an MSR shall be conducted with, or in conjunction with the action to establish or to update a SOI pursuant to The Act. Together, the SOI and MSR documents analyze the District's ability to serve existing and future residents.

In order to prepare and to update Spheres of Influence in accordance with § 56425, Humboldt LAFCo shall conduct a service review of the municipal services provided in the McKinleyville Community Services District (CSD). The commission shall include in the designated for service review area any other geographic area as is appropriate for an analysis of the services to be reviewed, and shall prepare a written statement of determinations with respect to the following:

- (1) Growth and population projections for the affected area;
- (2) Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies;
- (3) Financial ability of agencies to provide services;
- (4) Status of, and opportunities for, shared facilities;
- (5) Accountability for community service needs, including governmental structure and operational efficiencies; and
- (6) Any other matter related to effective or efficient service delivery, as required by commission policy.

Figure 1. McKinleyville CSD Boundary and Sphere of Influence



AGENCY PROFILE

The McKinleyville Community Services District (CSD) extends north from the Mad River to Patrick Creek and east from the Pacific Ocean to the foothills bordering the community of Fieldbrook. The district is located along Highway 101 approximately 12 miles north of the City of Eureka and 5 miles south of the City of Trinidad. Figure 1 (on page 2) shows the district Boundary and Sphere of Influence (SOI).

The McKinleyville CSD is the largest district of its type in Humboldt County, covering 12,480 acres, or approximately 19.5 square miles. The district provides the following services to its residents:

- 1) Water Service,
- 2) Wastewater Collection and Treatment,
- 3) Parks and Recreation Services, and
- 4) Street Lighting.

Table 1: McKinleyville CSD Profile

Agency Name	Date of Formation	Enabling Legislation
McKinleyville Community Services District	April 21, 1970	California Government Code section 61000
Contact Person	Contact Title	Email/Website
Tom Marking	General Manager	mcsdgm@mckinleyvillecsd.com www.mckinleyvillecsd.com
Mailing Address	Physical Address	Phone
P.O. Box 3251, McKinleyville, CA 95519	District Office 1656 Sutter Road, McKinleyville, CA 95519	Phone: (707) 839-3251

Formation

The McKinleyville CSD was formed on April 21, 1970 after a special election was held within the area proposed for district formation. The district was formed as an independent multi-purpose district organized pursuant to section 61000 et seq. of the California Government Code. Although the district now provides several services, it was originally formed to provide a community water supply system only. The district’s mission statement is as follows: “To respond with excellence to McKinleyville’s needs for those services within our jurisdiction and to provide the highest quality, timely services in the most cost effective manner.”

Governance

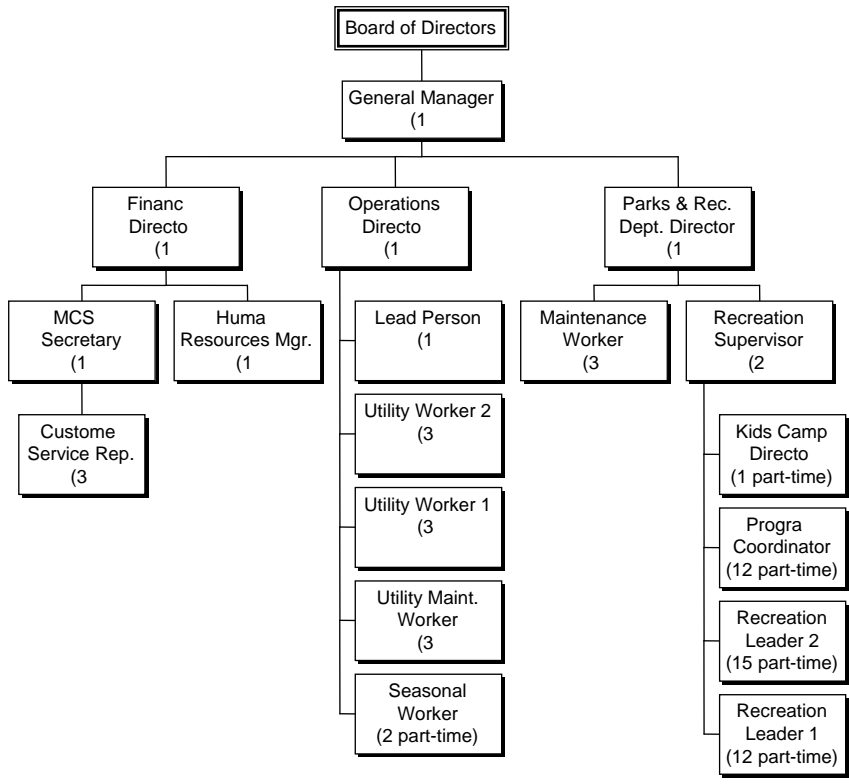
The McKinleyville CSD is governed by a five-member Board of Directors elected in odd numbered years to serve four-year rotating terms. The Board of Directors holds public meetings on the third Wednesday of every month at Azalea Hall (1620 Pickett Road in McKinleyville). Public notification is given six days prior to the meeting. The meeting agenda and materials are posted on the district web site at www.mckinleyvillecsd.com. Table 2, on page 4, shows the existing Board composition.

Table 2: McKinleyville CSD Board of Directors.

Board Member	Title	Term Expiration
John Corbett	President	December 2011
Bill Wennerholm	Vice President	December 2009
Jeff Dunk	Director	December 2009
Helen Edwards	Director	December 2011
Dennis Mayo	Director	December 2009

The McKinleyville CSD employs a General Manager who is responsible for administering and implementing policies set by the Board. The district’s staff consists of 24 full-time and 42 part-time employees, and 10 volunteers. Figure 2 (on page 4) shows the McKinleyville CSD Organizational Chart.

Figure 2 McKinleyville CSD Organization Chart



GROWTH AND POPULATION

County Population and Growth

According to the State of California Department of Finance, Humboldt County has an estimated 2008 population of 132,821. The County grew at an overall rate of 0.6 percent during 2007^[1]. Assuming this growth continues, the population of Humboldt County will reach approximately 147,000 by the year 2025.

District Population and Housing Projections

The McKinleyville CSD serves approximately 14,000 people. The average population growth rate for unincorporated areas of the County is 0.8 percent^[1]. At this growth rate, McKinleyville's population would reach approximately 16,000 by the year 2025.

A Community Infrastructure and Services (CIS) Report was prepared as part of the Humboldt County General Plan Update^[2]. The report identified Urban Study Areas (USA) and Water Study Areas (WSA) within special districts in order to develop land use planning scenarios and to focus the analysis for timing and location of new facilities.

The report identified both a USA and a WSA for McKinleyville; the two areas combined have essentially the same boundary as the McKinleyville CSD. In 2000, the McKinleyville USA and WSA combined had 6,371 dwelling units and 2,874 vacant or underdeveloped acres. The CIS report estimates an additional 2,347 to 4,249 housing units for the McKinleyville USA and WSA combined, by the year 2025^[2].

The McKinleyville area has been identified as one of three major development areas within the County^[2]. The District's proximity to the City of Arcata, which has limited developable acreage, makes it a primary target for future development within the County.

SERVICES

The McKinleyville CSD currently provides water service to 6,300 connections and wastewater service to 5,700 connections. The district has a Parks and Recreation Department that maintains and operates indoor and outdoor facilities for community members' use. Street Lighting is provided by the district within its boundary. The McKinleyville CSD also provides water service for the Patrick's Creek Water District on Clam Beach Road east of Highway 101.

Water

Water Source and Demand

The McKinleyville CSD purchases potable water from the Humboldt Bay Municipal Water District (HBMWD). The HBMWD treats water from the Mad River and reports there is an ample water supply to meet the future needs of their customers. The McKinleyville CSD has an average daily use of 2.2 million gallons per day (MGD) in the summer and a peak daily use of

2.7 MGD. The existing water system exceeds demand, as it is designed to serve 10,000 homes and currently serves 6,300.

Infrastructure

Approximately 5,900 of the District's 6,300 existing connections are residential. The water system consists of 70 miles of water mains, a pump station, and four storage tank sites. The system's existing storage capacity is 5.25 million gallons (MG). This exceeds the District's peak daily use of 2.7 MGD.

There are six existing storage tanks in three locations: McCluski Hill (100,000 gal & 150,000 gal), Cochran Road (1 MG & 1.5 MG), and Norton Road (1 MG & 1.5 MG). A fourth storage tank site, located east of Beau Pre Golf Course on Murray Road, has been purchased for future development.

The district's water is diverted from a HBMWD facility on Essex Hill under the Mad River to the North Bank Pump Station at North Bank and Azalea Roads. From there the water is pumped to McKinleyville CSD's six storage tanks and gravity fed throughout the distribution system to customers and fire hydrants. The district installs and maintains fire hydrants in accordance with the California Fire Code.

Infrastructure Needs and Deficiencies

The district's water system is in good condition and there are no existing deficiencies. The District's planned water system upgrades are designed to meet the future needs of the growing community.

Maintenance Schedule

Water meters are continually replaced so that no meter is used for more than 15 years. Storage tanks are scheduled for recoating in the fiscal year (FY) 10/11, FY 13/14 and FY 16/17 ^[4].

Planned Upgrades

The North Bank Pump Station is currently being engineered for an upgrade that will increase its pumping capacity to 4.5 MGD for future growth. The estimated cost of this project is \$950,000.

A storage tank project on Murray Road is scheduled to begin after the North Bank Pump Station upgrade is complete. This will increase the District's storage capacity, enhance fire flows, and allow for new growth, especially in northern McKinleyville. The district ultimately plans to add 6 MG of storage capacity at the site. They are currently investigating the feasibility of building one in ground 6 MG tank or two above ground 3 MG tanks. The District expects these details to be finalized within one year. Current project estimates include design costs of \$75,000 and construction costs of approximately 3.2 million ^[3].

The older fire hydrants in commercial areas are being upgraded to four inch steamer nozzles on an ongoing basis.

The district is considering the development of emergency backup infrastructure for a situation in which the main transmission line under the Mad River is broken (i.e. seismic activity). Projects

being considered include the development of a well and the inclusion of supply pipes in the Mad River/Highway 101 Bridge scheduled for completion in 2010 ^[3].

Wastewater

Infrastructure

The McKinleyville CSD's wastewater system consists of a collection system, a wastewater management facility (WMF), and a discharge system. The collection system consists of four sewer lift stations and 48 miles of sewer mains that collect wastewater from 5,700 customers. The sewer mains converge at the Fischer Road Pump Station where raw sewage is pumped to the WMF. The Pump Station has a capacity of 2,100 gallons per minute with both 100 horsepower pumps running.

The WMF is located at Hiller Park on a 68 acre parcel. The facilities cover 34 acres of this area with an 18 acre wooded buffer and a 16 acre open parcel to the south. In 2005, the McKinleyville CSD completed a wetland project to enhance their WMF as part of a compliance project through the Regional Water Quality Control Board (RWQCB). The WMF now includes two primary oxidation ponds, two secondary oxidation ponds, two treatment wetlands, a chlorine disinfection facility, and an effluent pumping station. The ponds have twelve 5-horsepower aerators to provide additional oxygen in the warmer months.

The current flows range between 0.95 MGD (during dry weather) and 1.1 MGD (during wet weather). The system's treatment capacity is 1.61 MGD. The hydraulic capacity of the disinfection facilities is 3.3 MGD. The district has some of the lowest inflow and infiltration rates in the County ^[2].

The system discharges effluent into the Mad River during the wet months and applies treated wastewater for agricultural irrigation at the Fischer Irrigation Site and Hiller Park during the dry months.

Infrastructure Needs and Deficiencies

McKinleyville CSD's wastewater system is currently operating at approximately 76% of its designed capacity and is capable of providing service to approximately 1,500 additional connections ^[2]. The collection system will require piping upgrades in response to future community development.

During dry months, the district relies solely on land application for wastewater discharge. As population growth continues, the District may need additional irrigation area for effluent discharge. SHN Consulting Engineers & Geologists is currently performing a two year study of the district's WMF that will result in a twenty year plan for keeping the district in compliance with all applicable standards.

Some of the district's main lines are nearing capacity and some are also being considered for bursting. The district is currently investigating the proper approach for increasing main lines capacity ^[3].

Maintenance Schedule

The district conducts smoke testing and manhole inspections every winter ^[4].

Planned Upgrades

The McKinleyville CSD meets the discharge standards currently in effect. A new discharge permit issued by the RWQCB on August 1, 2008 requires increased monitoring and performance studies of the disposal process and irrigation methods. Additionally, the California Toxics Rule, which goes into effect on May 18, 2010, will require substantial changes in public awareness regarding disposal of pollutants and compliance with effluent limitations. The McKinleyville CSD anticipates substantial modification to their WMF to maintain future compliance with these new regulatory requirements.

As stated previously, the district upgraded their treatment facilities in 2005; the two wetlands that were constructed as part of this project were expected to mature in 2008. Staff is currently evaluating the treatment wetlands' performance with regard to treatment capacity and effectiveness. Engineering studies will determine the extent of sewer system upgrades that will be necessary to meet the new RWQCB standards. The district is tentatively planning a 2-5 million upgrade project that will put their WMF in compliance with the new RWQCB standards. The specifics of this project will be based upon the results of the studies performed and may be initiated in FY 09/10 ^[3].

The district is currently investigating another project that will increase the capacity of their wastewater collection system to accommodate expected growth and development. The project will increase the capacity of the main trunk lines either by adding parallel lines or removing and replacing the existing lines.

The area immediately north of the Norton and Airport Road intersection, is an area of eventual expansion for wastewater service. This would include a wastewater collection system between Central Avenue and Dows Prairie Road that extends north to Grange Road.

Parks and Recreation

Governance and Operations

The McKinleyville CSD's Department of Parks and Recreation has three divisions: Parks, Recreation, and Administration. Their mission statement is "to create community and increase quality of life through people, recreation programs, public utilities, and parks". The Department offers a variety of programs and facilities to meet community needs.

In 1975, the State adopted the Quimby Act which is designed to ensure adequate open space acreage (3–5 acres per 1,000 residents) in jurisdictions adopting Quimby Act standards. The McKinleyville CSD has adopted these standards and receives 70 percent of Parkland fees collected pursuant to California Government Code Section 66477 to be used for land acquisition and park development.

The McKinleyville Parks and Recreation Department employs six full time and forty part time and seasonal workers. Figure 2 (on page 4) shows the Department's management structure. The Department is governed by a seven-member Recreation Advisory Committee that is appointed by the district Board of Directors. Committee Member terms of service range from one to four years. The Committee holds quarterly meetings (on the fourth Tuesday of January, April, July, and October) that are open to the public. All meetings are noticed in compliance with state and federal law.

The district maintains and operates four parks:

- 1) Pierson Park,
- 2) Hiller Park,
- 3) Larissa Park, and
- 4) Hewitt Park.

The district also has three indoor recreation facilities:

- 1) McKinleyville Activity Center,
- 2) Azalea Hall, and
- 3) The McKinleyville Library.

The Department of Parks and Recreation is also responsible for maintaining open space zones throughout the McKinleyville CSD.

Infrastructure ^[5]

- **Hiller Park/Sports Complex:** Hiller Park is the district's largest recreation facility, covering approximately 58 acres. It is located adjacent to the 68 acre wastewater management facility. Hiller Park consists of baseball and soccer fields, trails, and playgrounds. This facility was completed in 2004 in collaboration with local sports groups.
- **Larissa Park:** Larissa Park is a small park located on Larissa Circle. It features a playground and picnic tables.
- **Pierson Park:** Pierson Park is located at 1608 Pickett Road and provides facilities for outdoor gatherings. The park features a covered picnic area, picnic tables, barbeque pits, full service restrooms, a playground, and horseshoe grounds.
- **Hewitt Ranch:** This 14.5 acre parcel of land was donated to the District in 1998 and is an undeveloped recreation area at this time.
- **Trails:** The district has walking trails at Hiller Park with informational kiosks. The School Road and Mid-Town trails accommodate bikers and walkers.
- **Azalea Hall:** Azalea Hall is a special event facility located at 1620 Pickett Road. The building has two rooms overlooking Pierson Park and accommodates up to 300 people for meetings and special events.

- **McKinleyville Activity Center:** This 10,000 square foot facility is capable of hosting sporting events, skate parties, and large special events. Located at 1705 Gwin Road, this facility features a full-size gymnasium, bleachers, a spacious lobby, a sound system, and a variety of indoor sporting equipment.
- **McKinleyville Library:** This is a branch of the Humboldt County Library and is located at 1606 Pickett Road.
- **Law Enforcement Facility:** The District has a facility in Pierson Park that is leased to the Sheriff's Department as a sub-station. The building was constructed by the Rotary Club and donated to the district in 1998 to be used for this purpose.

Demand and Capacity

In 1975, the State adopted the Quimby Act which is designed to ensure adequate open space acreage (3–5 acres per 1,000 residents) in jurisdictions adopting Quimby Act standards. McKinleyville has 50 acres of community parkland and a population of 14,000 (an average of 3.6 acres per 1,000 residents). The Quimby Act standard of 3–5 acres per 1,000 residents is currently being met by the McKinleyville CSD and plans are underway for an additional park facility at Hewitt Ranch that will add 14.5 acres of parkland. This will allow the district to remain in compliance with Quimby Act standards with future population growth.

Infrastructure Needs and Deficiencies

The McKinleyville Activity Center is in need of additional storage space for contractors providing programs through the Center. Recreation staff is currently investigating possible solutions for this deficiency.

The full-time Parks and Recreation staff shares the McKinleyville CSD office, utilizing what was formerly a conference room for the district. As a result, the district is in need of a conference room. The district plans to build an addition to the office to provide a conference room and additional storage space. The inclusion of solar panels is also being investigated for this project ^[3].

Planned Upgrades

The Parks and Recreation Department is completing the last soccer field at the Hiller Sports Complex. As mentioned previously, an addition to the district office is being planned to provide room for conferences and classes. There are also small trail, park, and signage upgrades planned, including the continued development of the Hiller Park Trails.

The Hewitt Property was donated to the district in FY 98/99. Following public meetings held in 2007, the Board identified a range of developable projects for the property. The district has chosen to develop trails and a playground at the site. The preliminary budget for this project is \$25,000, which will be reimbursed by Quimby funds.

McKinleyville's 2009 Capital Improvement Program discusses a variety of other upgrades that are being considered by the Parks and Recreation Department. The McKinleyville Senior Center has indicated an interest in a building addition to Azalea Hall to accommodate additional senior

programs. The Senior Center is currently working on a design plan and funding sources to present to the Board of Directors. The Friends of the McKinleyville Library has expressed an interest in a library expansion. The organization is working to secure funding from the County and State for this project ^[3].

Open Space and Stormwater Detention Basins

The District considers acceptance of open space areas and storm water detention basin dedications from developers. Currently, the District has accepted eight detention basins that have been required by the County as a condition of development to meet storm water regulations. Some of these may have a recreational component with trails or recreation, other do not. The District also constructed a five acre storm water marsh and detention basin area at Hiller Park. Developers may purchase capacity from this detention basin in lieu of constructing detention basins within their development. The County determines whether the developer must construct a basin within their development or if they may purchase capacity from this existing basin.

Street Lighting

The McKinleyville CSD provides street lighting within its boundary. Street lights are funded by direct charges on monthly utility bills and through the district's general fund.

Other Service Providers

The district is within the Arcata Fire Protection District (AFPD) SOI and part of the district also falls within the State Responsibility Area protected by the California Department of Forestry and Fire Protection (CAL FIRE). Potable water is provided by the Humboldt Bay Municipal Water District (HBMWD).

The County of Humboldt provides general governmental services and law enforcement services throughout the McKinleyville CSD boundary. The County also provides road maintenance and storm drainage services for the district.

Budget

The McKinleyville CSD's primary sources of revenue include: water user fees (32%), sewer user fees (28%), and parks and general revenue (12%). The District's primary expenditures include: employee wages and benefits (46%), purchased water (10%), and utilities (5%). Table 3, on page 12, shows a comparison of the District's budget to actual spending ^[6].

Table 3. McKinleyville CSD Budget.

Budget Summary	FY 07-08 (Actual)	FY 08-09 (Budget)
Total Operating Revenue	\$4,193,668	\$4,242,283
Total Operating Expenses	(3,359,036)	(3,787,985)
Operating Budget Surplus	\$834,632	\$454,298
Total Non-Operating Revenue	210,277	204,000
Total Long Term Debt Payment	(487,872)	(542,241)
Total Capital Outlay	(277,595)	(338,241)
Net Income	557,037	116,057
Plus Depreciation Expense	621,027	655,000
Total Debt Service and Fixed Assets	(302,072)	(774,018)
Total Cash Flow to Reserves	875,991	7,1032

The McKinleyville CSD's total outstanding debt, at the close of fiscal year 2008 was \$5,439,795. The district expects an increase in the general fund of \$34,534 for the fiscal year 2008-2009 ^[6].

SERVICE RATES

On October 15, 2008, the McKinleyville CSD Board approved sewer and water rate increases which will go into effect on January 1, 2009. The operating expenses have increased by 10% in sewer and 3% in water since the last rate increase in July 2007. The water rate increase is an increase over the past year for fuel, materials increase, and cost of living adjustment. The sewer budget has been impacted by the new permit ordered by the RWQCB, which requires extensive testing and monitoring. Table 4, on page 13, shows the updated sewer and water rates.

Table 4: Service Rates

Sewer Service Rates	
User Classification	Monthly Charge
Single Family Residence	\$16.56 + \$0.22 ccf up to 12 ccf
Apartment or Multiple Living Units (each)	\$16.56 + \$0.22 ccf up to 12 ccf/provided that the \$0.22/ccf consumption charge for multiple unit customers shall be calculated by summing the product of the average actual water consumed per unit multiplied by the above schedule for all units.
Mobile Home	\$16.56 + \$0.22 ccf up to 12 ccf
Mobile Home Park (per space)	\$16.56 + \$0.22 ccf up to 12 ccf provided that the \$0.22ccf consumption charge for multiple unit customers shall be calculated by summing the product of the average actual water consumed per unit multiplied by above schedule for all units.
Office Buildings and Post Office (up to 2,000 sq. ft / 7 people)	\$17.60
Church, Hall or Rectory	\$17.60
Restaurant or Tavern	\$17.60 plus \$2.86/100 cf of water over 440 cf
Bakery	\$17.600 plus \$2.61/100 cf of water over 440 cf
Motel or Hotel	\$17.60 plus \$2.61/100 cf of water over 759 cf
Market	\$17.60 plus \$3.34/100 cf of water over 440 cf
Retail Store, Banks, Theater and all others	\$17.60 plus \$2.48/100 cf of water over 769 cf
Gas Station (No Market)	\$17.60 plus \$2.13/100 cf of water over 786 cf
Laundromat	\$17.60 plus \$2.61/100 cf of water over 840 cf
Fire Station or School	\$17.60 plus \$1.33/100 cf of water over 769 cf
Barber or Beauty Shop	\$17.60 plus \$1.99/100 cf of water over 440 cf
Coast Guard Station or Airport	\$17.60 plus \$2.39/100 cf of water over 769 cf
Car Washes	\$17.60 plus \$2.65/100 cf of water over 769 cf
Industrial	To be Calculated based on flow & load
Septage Delivered to Headworks	\$247 plus \$182.18 per 100 cf over 133.67 cf per dump
Customers Without MCSD Water Service	\$17.60
Water Service Rates	
Type of Service	Minimum Monthly Charge
Multiple living units	\$6.54
5/8-1 inch meters	\$6.54
1 ½-2 inch meters	\$33.84
3 inch or larger meters	\$55.22
Water Consumption	Charge Per 100 cubic feet
100-500 cubic feet	\$0.97
Over 500 Cubic Feet	\$1.45

MUNICIPAL SERVICE REVIEW DETERMINATIONS

Growth and population projections for the affected area

The McKinleyville CSD serves approximately 14,000 people and has been identified as one of three major development areas within the County. The average population growth rate for unincorporated areas of the County is 0.8%. At this rate, McKinleyville's population would reach approximately 16,000 by the year 2025.

The district's proximity to the City of Arcata, which has limited developable acreage within the City and Sphere of Influence, makes it a primary target for future development within the County. The Humboldt County General Plan growth projections for McKinleyville indicate that the area will gain between 2,347 and 4,249 residential units by 2025.

The McKinleyville Community Plan (MCP), adopted in 2002, is a long-range statement of public policy for public and private land use in the District. The MCP uses the County's Alternative Growth Projection which assumes a higher rate of population growth for McKinleyville than the county as a whole and estimates a total of 6,621 dwelling units for the planning area in the year 2020^[7].

Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies

The district's existing infrastructure adequately serves the residents of the community with some capacity for growth. As noted above, future growth within the district is projected as part of the Humboldt County General Plan Update. The MCP, adopted in 2002, is a long-range statement of public policy for public and private land use in the district. This information should be periodically reviewed by the district to determine the type and extent of additional facilities, equipment, and personnel that will be necessary to accommodate growth.

The district's water system is currently operating at 63% capacity. To meet the increasing water demand from future residential development, the district has planned upgrades to the water system. The North Bank Pump Station is currently being upgraded to have a pumping capacity of 4.5 MGD. The district is also planning a project that will add 3-6 million gallons of storage capacity to the system to meet increasing demands. A project is also being investigated that would provide backup infrastructure to be used in emergency situations.

The district's Wastewater system is currently operating at 76% capacity. The housing growth projections indicate that the district will need to expand its wastewater system to provide adequate services. The district is considering an expansion of the collection system include those areas north to Grange Road (on Central Avenue) and east to Dows Prairie Road. The district is currently testing and monitoring the wastewater treatment system to determine the need for system upgrades.

The Parks and Recreation Department meets the standards of the Quimby Act and is expanding park supply to meet future needs.

Financing ability of agencies to provide services

The McKinleyville CSD is currently operating on a cash balance of \$7,032. The Board has approved a 3% water rate increase going into effect January 1, 2009 in response to the increased cost of services. Wastewater Service costs have increased by 10% since July 2007 due to the new permit ordered by the RWQCB, which requires costly testing and monitoring. The Board approved a sewer rate increase which is also going into effect January 1, 2009 in response to this increased cost.

The district takes measures that avoid unnecessary costs such as conserving water by regularly monitoring the system for leaks and providing users with information about water conservation practices.

Status of and, opportunities for, shared facilities

The district has a Memorandum of Understanding (MOU) with the Humboldt County Library. The MOU transfers all library equipment owned by the city to the county. The county is responsible for maintenance, supplies and property insurance and equipment, but the district owns the library building and pays for building repairs and maintenance.

The district provides a facility at Pierson Park for use as a substation by the Humboldt County Sheriff's Department. An agreement is in place for maintenance and use of the building.

The district provides water to the Patricks Creek County Water District. The district's roads and streets are maintained by the County. The district shares authority with the County regarding parks and recreation.

The district lies within the AFD Boundary. Prior to approval of any subdivision, the McKinleyville CSD works with the AFD to identify hydrant locations, emergency access, and water mains that should be increased to provide adequate fire flows.

Accountability for community service needs, including governmental structure and operational efficiencies

The five-member Board of Directors is elected by district residents. The Board holds regular meetings that are open to the public with notice and agenda posted in accordance with the Brown Act. District staff can also be reached by phone, email, or in person at the district office during their regular business hours.

Service, infrastructure, and budget decisions are made by CSD Staff and overseen by the Board of Directors. Figure 2 (on page 4) shows the district's tiered management structure. The General Manager oversees all district business and operations. Financial statements, annual budgets, and independent auditor reports are posted on the district website at www.mckinleyvillecsd.com for public review.

Any other matter related to effective or efficient service delivery, as required by commission policy

There are no further matters to report regarding the McKinleyville CSD.

REFERENCES

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2. Humboldt County General Plan Update: Community Infrastructure and Services Technical Report. July 2008. http://co.humboldt.ca.us/planning/gp/PrelimHearingDraft/Group7c/Technical%20Report/Comm_Inf_Serv_Tech_Report.pdf.
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