



SCOTIA COMMUNITY SERVICES DISTRICT
NOTICE IS HEREBY GIVEN THAT A
SPECIAL MEETING
OF THE BOARD OF DIRECTORS

WILL BE HELD AT:
122 MAIN STREET
SCOTIA, CALIFORNIA

Thursday, August 4, 2016
Special Meeting at 5:30 P.M.
with Closed Session

AGENDA

- A. **CALL TO ORDER/ ROLL CALL** The Presiding officer will call the meeting to order and call the roll of members to determine the presence of a quorum.
- PLEDGE OF ALLEGIANCE**
- B. **SETTING OF AGENDA**
The Board may adopt/ revise the order of the agenda as presented.
- C. **PUBLIC COMMENT**
At every *special meeting*, the legislative body shall provide the public with an opportunity to address the body on any item described in the notice before or during consideration of that item. Comments are not generally taken on non-action items such as reports or information. Comments should be limited to three minutes.
- D. **ADJOURN TO CLOSED SESSION**
- D1. **Call to Order**
- D2. **Roll Call**
- D3. **Government Code §54956.8 Real Property Negotiations. Agency Negotiators: Tracy M Boobar & President Rick Walsh. Negotiating Parties: Scotia Community Services District & Town of Scotia Company LLC**
- D4. **Closed Session Discussion**
- E. **ADJOURN TO OPEN SESSION**
- E1. **Report out of Closed Session**
- F. **PUBLIC HEARING - None**
- G. **BUSINESS**
- G1. **New Business –**
- a. **Board Shall Consider Identifying Additional Negotiator(s) for the Purposes of Negotiating Real Property Matters between TOS and SCSD During the Transition**

G2. Old Business –

- a. Consider adoption of Resolution 2016-8 A Resolution of the Board of Directors of the Scotia Community Services District to Accept Dedicated Ownership, Financial Responsibility and Maintenance for all Non-County or Private Streets and Alleyways**
- b. Consider adoption of Resolution 2016-9 A Resolution of the Board of Directors of the Scotia Community Services District to Accept Dedicated Ownership, Financial Responsibility and Maintenance for all Non-County or Private Drainage**

H. ADJOURNMENT

Next Regular Meeting of the SCSD will be August 18, 2016 at 5:30 PM.
A Special meeting may be held prior to that.

Notice regarding the Americans with Disabilities Act: The District adheres to the [Americans with Disabilities Act](#). Persons requiring special accommodations or more information about accessibility should contact the District Office. Notice regarding Rights of Appeal: Persons who are dissatisfied with the decisions of the SCSD Board of Directors have the right to have the decision reviewed by a State Court. The District has adopted [Section 1094.6](#) of the [Code of Civil Procedure](#) which generally limits the time within which the decision may be judicially challenged to 90 days.

Scotia Community Services District Staff Report

Date: August 4, 2016

To: Scotia CSD Board of Directors

From: Stephen Davidson, PE
Bayside Civil Consultants
Contract District Engineer

Subject: Resolution 2016-08: Streets & Alleyways & Resolution 2016-09: Drainage

RECOMMENDATION:

Adopt Resolutions 2016-08 & 2016-09

ACTION:

Review, discussion and motion to adopt.

DISCUSSION:

The County of Humboldt Public Works Department has requested that the District provide a Resolution as to the ownership, maintenance and financial responsibility for non- County drainage, streets and alleyways, before they will approve the Final Map. This condition will help both the County and District by delineating the limits of each agency's responsibility (attached Exhibit A).

Since it would not be prudent to assume any responsibilities prior to having a revenue stream and functioning District with assets, the Resolutions therefore state that they will only become effective after the SCSD adoption of the applicable benefit assessment fees, water and wastewater user fees (i.e. successful Prop 218 ballot) and transfer of facilities.

FISCAL IMPACT:

The costs associated with the adoption of the resolutions are contained within the proposed benefit assessment fees and associated budget.

RESOLUTION NO. 2016-08

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SCOTIA COMMUNITY SERVICES DISTRICT
TO ACCEPT DEDICATED OWNERSHIP, FINANCIAL RESPONSIBILITY AND
MAINTENANCE FOR ALL NON-COUNTY OR PRIVATE STREETS AND
ALLEYWAYS**

WHEREAS, the Town of Scotia currently owns the non-County streets and alleyways;
and

WHEREAS, the Town of Scotia is subdividing the Town in phases in accordance with
the Subdivision Map Act; and

WHEREAS, for each subdivided phase, the Town of Scotia intends to dedicate to the
Scotia Community Services District (“District”), by easement or parcel map dedication, all
streets and alleyways as described in Exhibit A; and

WHEREAS, the subdivision final parcel map for each subdivided phase will delineate
the separate County of Humboldt public right of way and Scotia Community Services District
street and alleyway easements; and

WHEREAS, the County of Humboldt (“County”) has requested a Resolution by the
Scotia Community Services District memorializing the separation of street and alleyway
ownership, responsibility and maintenance.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Scotia
Community Services District as follows:

Section 1: The Recitals set forth above and the Exhibit A attached are incorporated herein
and made an operative part of this Resolution.

Section 2: The Scotia Community Services District will own and maintain all dedicated
streets and alleyways as described in Exhibit A.

Section 3: The Scotia Community Services District will maintain the street known as
"Mill Lane", from the Mill Street County right of way to the end of said street, coincident with
private lot lines.

This resolution shall be effective upon adoption of sewer and water rates and transfer of
the water and wastewater facilities.

Attached: Exhibit A - Sheet G-10 of the Scotia Infrastructure Improvements – Phase 1: Proposed
Station Lines and Right-of-Way

Dated: August 4, 2016

APPROVED:

ATTEST:

Rick Walsh, Board President, Scotia CSD

Board Clerk, Scotia CSD

CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of Resolution No. 2016-8, passed and adopted at a regular meeting of the Board of Directors of the Scotia Community Service District, County of Humboldt, State of California, held on the 4th day of August, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Board Clerk, Scotia CSD

RESOLUTION NO. 2016-09

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SCOTIA COMMUNITY SERVICES DISTRICT
TO ACCEPT DEDICATED OWNERSHIP, FINANCIAL RESPONSIBILITY AND
MAINTENANCE FOR ALL NON-COUNTY OR PRIVATE DRAINAGE**

WHEREAS, the Town of Scotia currently owns and maintains all non-County drainage;
and

WHEREAS, the Town of Scotia is subdividing the Town in phases in accordance with
the Subdivision Map Act; and

WHEREAS, for each subdivided phase, the Town of Scotia intends to dedicate to the
Scotia Community Services District (“District”), by easement or parcel map dedication, all
drainage as described in Exhibit A; and

WHEREAS, the County of Humboldt (“County”) has requested a Resolution by the
Scotia Community Services District memorializing the separation of drainage ownership,
responsibility and maintenance.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Scotia
Community Services District as follows:

Section 1: The Recitals set forth above and the Exhibit A attached are incorporated herein
and made an operative part of this Resolution.

Section 2: The Scotia Community Services District will own and maintain all dedicated
drainage as described in Exhibit A, and shall include the school easement (12.0-14.A to
CALTRANS), the Recreation Center Easement (12.0 – 15 to 12.0-15C) and the Easement from
Renner Station to River Outlet (9.0-7 to 9.0-1 outlet).

Section 3: The Scotia Community Services District will own and maintain the drainage in
the street known as "Mill Lane", from the Mill Street County right of way to the end of said
street, coincident with private lot lines, as described in Exhibit A.

Section 4: The Scotia Community Services District will allow County access to the
closest District drainage structure, in order to maintain County drainage responsibility.

This resolution shall be effective upon adoption of a storm drainage benefit assessment,
adoption of sewer and water rates, and transfer of the water and wastewater facilities.

Attached: Exhibit A - Sheets G-5 & G-5.1 of the Scotia Infrastructure Improvements – Phase 1:
Storm Drain & Storm Drain 9.0 Line, respectively

Dated: August 4, 2016

APPROVED:

ATTEST:

Rick Walsh, Board President, Scotia CSD

Board Clerk, Scotia CSD

CLERK'S CERTIFICATE

I hereby certify that the foregoing is a true and correct copy of Resolution No. 2016-09, passed and adopted at a regular meeting of the Board of Directors of the Scotia Community Services District, County of Humboldt, State of California, held on the 4th day of August, 2016, by the following vote:

AYES:

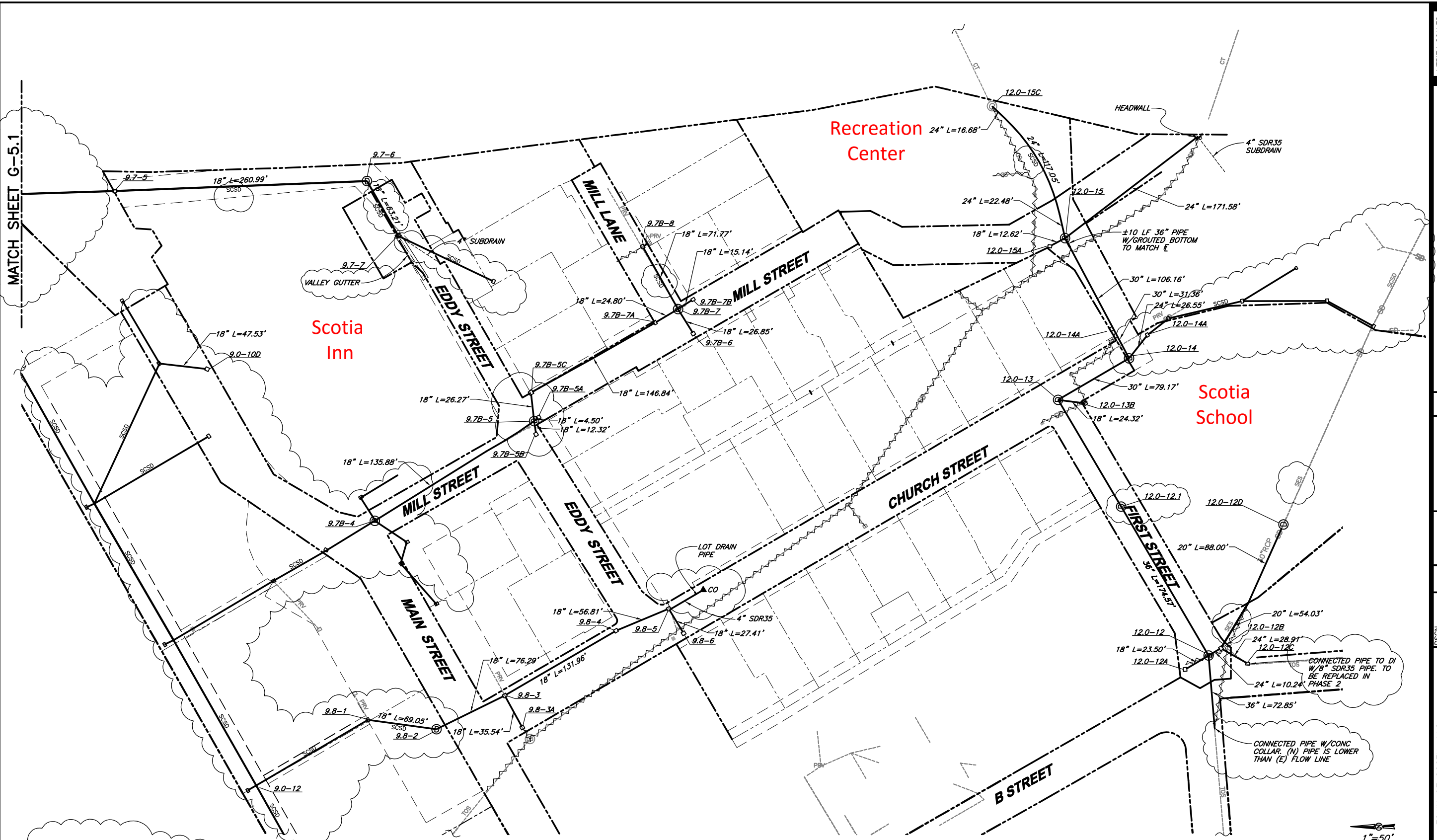
NOES:

ABSENT:

ABSTENTIONS:

Board Clerk, Scotia CSD

SAVED: 5/20/2016 9:27 AM CNEWELL, PLOTTED: 5/20/2016 2:34 PM GREGORY HUFFORD
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LEGEND

- SD MAINTAIN BY COUNTY OF HUMBOLDT
- SD MAINTAINED BY SCOTIA COMMUNITY SERVICES DISTRICT
- SD MAINTAINED BY SCOTIA ELEMENTARY SCHOOL
- (E) TO BE ABANDONED
- (FUT) SD MAINTAINED BY SCOTIA CSD
- (FUT) SD MAINTAINED BY SCOTIA CSD

NOTE: ALL UTILITY LOCATIONS ARE SCHEMATIC

RECORD DRAWING

THIS RECORD DRAWING HAS BEEN PREPARED, IN PART, ON THE BASIS OF INFORMATION COMPILED AND FURNISHED BY OTHERS AND NOT VERIFIED BY THE ENGINEER. THIS IS NOT A CERTIFIED DOCUMENT AS TO THE ORIGINAL DOCUMENT BUT AS TO THE REVISIONS TO THIS DRAWING ISSUED AND SEALED BY: GREGORY N. HUFFORD
 No. 75778
 ON 06/09/2014
 THE RECORD DRAWING IS ONLY CERTIFIED AS TO THE REVISIONS. FIELD VERIFICATION OF CRITICAL FACTS AND DATA MUST BE MADE IF THIS DOCUMENT IS TO BE USED AS A BASIS FOR FUTURE WORK.

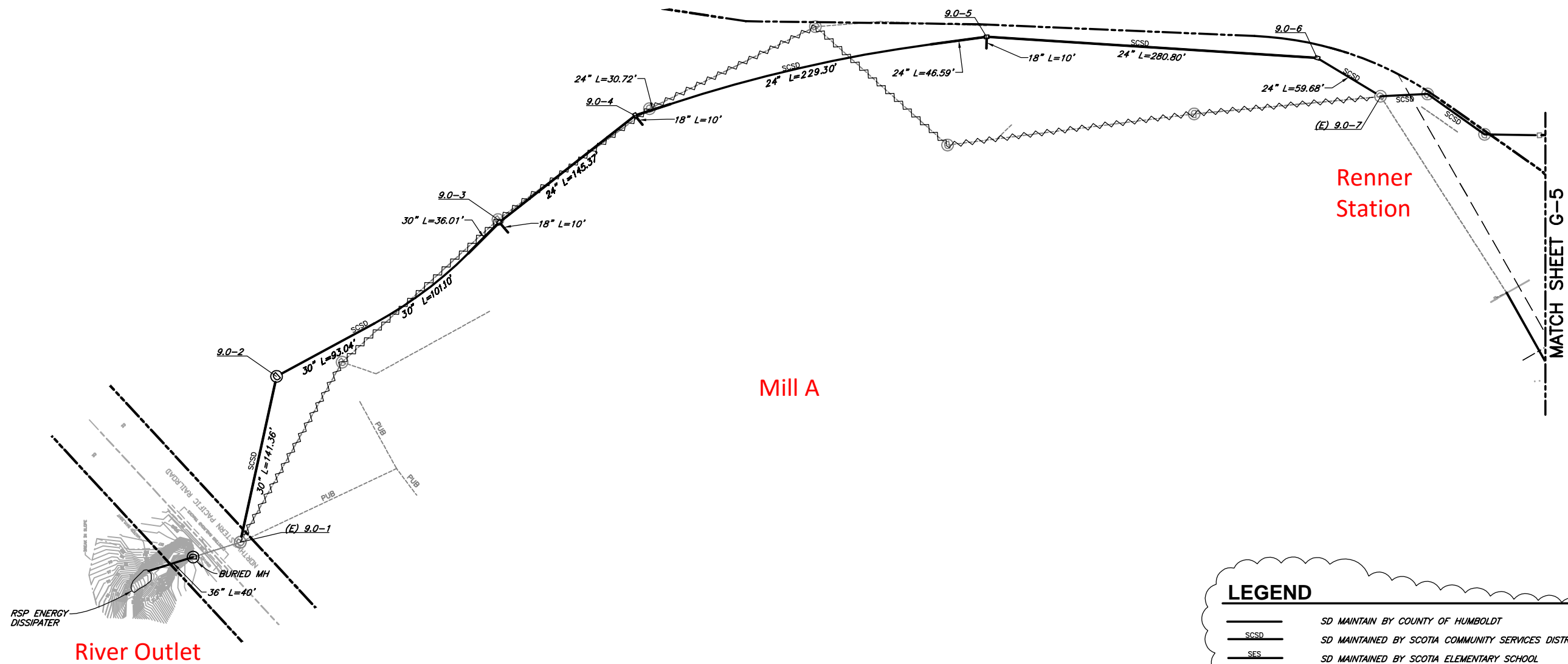
PHASE 1



1"=50'

 WWW.SHN-ENGR.COM 812 W. WABASH AVE. EUREKA, CA. 95501 707-441-8855	
TOWN OF SCOTIA, LLC SCOTIA INFRASTRUCTURE IMPROVEMENTS-PHASE 1 SCOTIA, CALIFORNIA	STORM DRAIN
DSGN: GNH DR: CNL CHK: MEL APVD:	BY: GNH REVISION:
NO. 1 DATE: 01/15/2016 RECORD DRAWINGS	SHEET: G-5 SEQ:
PROJECT NO. 005161.510	DATE: 06/2014 PROJ. NO.

SAVED: 5/20/2016 9:27 AM CNEWELL, PLOTTED: 5/20/2016 2:34 PM GREGORY HUFFORD
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LEGEND

- SD MAINTAIN BY COUNTY OF HUMBOLDT
- SCSO SD MAINTAINED BY SCOTIA COMMUNITY SERVICES DISTRICT
- SES SD MAINTAINED BY SCOTIA ELEMENTARY SCHOOL
- ~ (E) TO BE ABANDONED
- - - (FUT) SD MAINTAINED BY SCOTIA CSD
- - - (FUT) SD MAINTAINED BY SCOTIA CSD

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GREGORY N. HUFFORD
 No. 75778
 ON MM/DD/YYYY

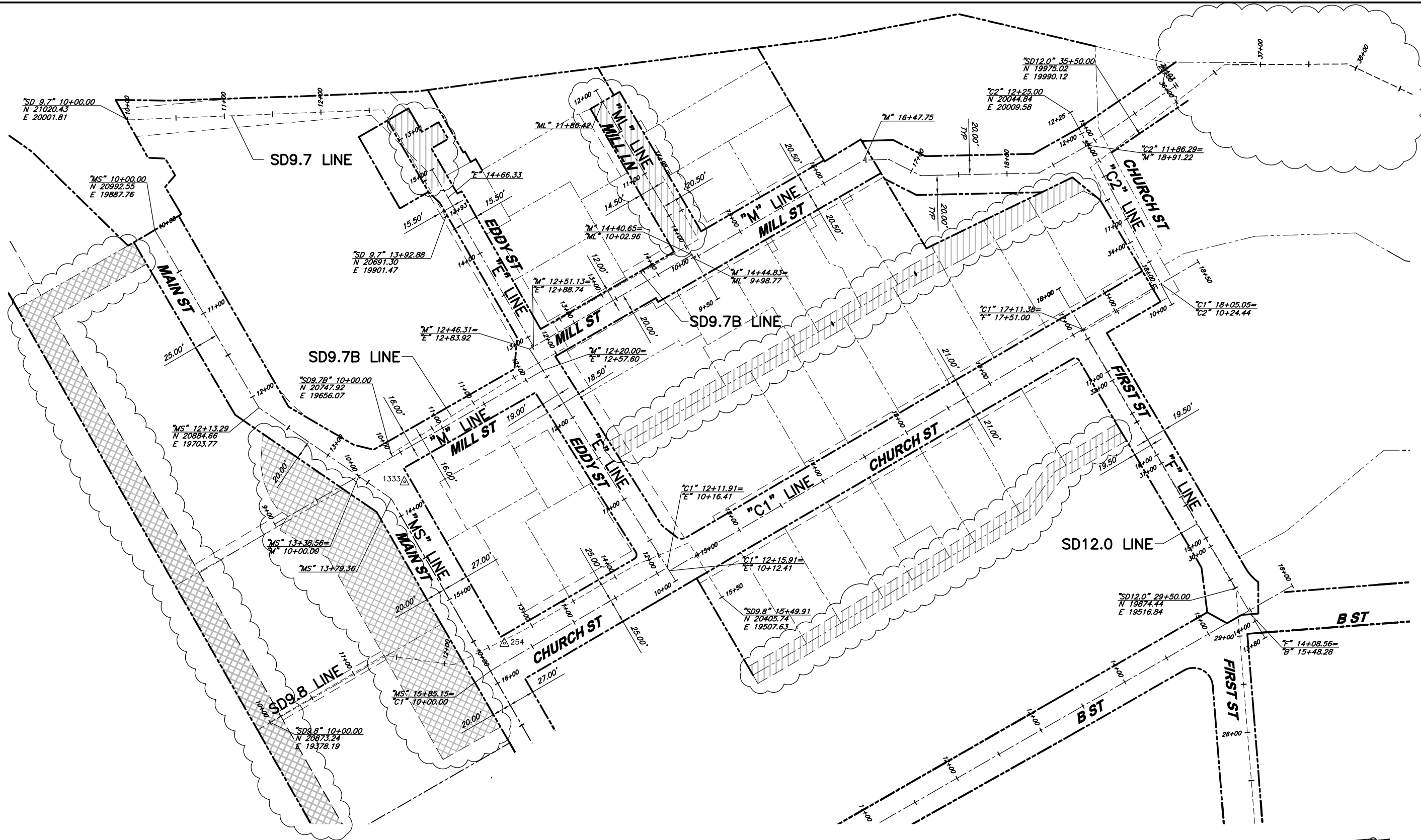
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1"=50'

PHASE 1

VERIFY SCALES BAR IS ONE INCH ON ORIGINAL DRAWING IF NOT ONE INCH ON THIS SHEET ADJUST SCALES ACCORDINGLY	
CONSULTING ENGINEERS & GEOLOGISTS, INC. WWW.SHN-ENGR.COM 812 W. WABASH AVE. EUREKA, CA. 95501 707-441-8855	
DSGN CUL DR CUL CHK GNH APVD	NO. 1 DATE 01/15/2016 REVISION RECORD DRAWINGS BY GNH
TOWN OF SCOTIA, LLC SCOTIA INFRASTRUCTURE IMPROVEMENTS-PHASE 1 SCOTIA, CALIFORNIA STORM DRAIN 9.0 LINE	
SHEET G-5.1	
SEQ	
DATE 06/2014	
PROJ. NO. 005161.510	

SAVED: 5/20/2016 9:28 AM CNEWELL, PLOTTED: 5/20/2016 2:35 PM GREGORY HUFFORD
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LEGEND

- ROAD/ALLEY MAINTAINED BY THE SCOTIA COMMUNITY SERVICES DISTRICT
- AREA MAINTAINED BY PROPERTY OWNER AGREEMENT/ASSOCIATION
- ALL OTHER ROADS MAINTAINED BY HUMBOLDT COUNTY PUBLIC WORKS

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PHASE 1

 CONSULTING ENGINEERS & GEOLOGISTS, INC. 812 W. WABASH AVE. EUREKA, CA. 95501 WWW.SHN-ENGR.COM 707-441-8855	
DESIGN: GNH DRAWING: CNL CHECK: JUT APPROVED: APVD	BY: GNH REVISION: RECORD DRAWINGS DATE: 07/15/2016 NO.: 1
TOWN OF SCOTIA, LLC SCOTIA INFRASTRUCTURE IMPROVEMENTS-PHASE 1 SCOTIA, CALIFORNIA PROPOSED STATION LINES AND RIGHT-OF-WAY	
SHEET: G-10 SEQ: _____ DATE: 06/2014 PROJ. NO.: 005161.510	