



**HUMBOLDT COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
REGULAR SCHEDULED MEETING**

**AGENDA**

**DATE:** Tuesday, April 11, 2023

**TIME:** 5:00 p.m.

**LOCATION:** 5055 Walnut Drive, Eureka, CA

*The HCSD Boardroom is open to the public during open session segment(s) of the meeting. This meeting will also be held by Zoom video/teleconference, per Government Code Section 54953(b). If members of the public cannot attend in person and would like to speak on an agenda item including Public Participation, please join through the Zoom website (<https://zoom.us>) entering Meeting ID 896 7323 6733 and Passcode 461659. Access may also be achieved via telephone only by dialing 1-669-900-9128.*

**A. ROLL CALL**

Directors Benzonelli, Gardiner, Hansen, Matteoli, Ryan

**B. PLEDGE OF ALLEGIANCE**

**C. CONSENT CALENDAR**

1. Approval of April 11, 2023 Agenda *Pgs 1-2*

2. Approval of Minutes of the Regular Meeting of March 28, 2023 *Pgs 3-7*

**D. REPORTS**

1. General Manager

a) District Update *Pgs 9-10*

2. Engineering Department

a) Engineering Status *Pg 11*

3. Superintendent

a) March 2023 Construction Operations *Pg 13*

4. Finance Department

a) March 2023 Check Register *Pgs 15-25*

5. Legal Counsel
6. Director Reports
7. Other

## **E. PUBLIC PARTICIPATION \*\***

\*\*Members of the public will be given the opportunity to comment on items not on the agenda. Please use the information set forth above to participate via Zoom. The Board requests that speakers please state their name and where they are from, be clear, concise and limit their communications to 3 to 5 minutes. At the conclusion of all oral communications, the Board or staff may choose to briefly respond with information in response to comments; however, the Brown Act prohibits discussion of matters not on the published agenda. Matters requiring discussion, or action, will be placed on a future agenda.

## **F. NON-AGENDA**

## **G. NEW BUSINESS**

## **H. OLD BUSINESS**

1. Reconsideration of Appointment of an AdHoc Committee to Assist with City of Eureka Contract Negotiations *Pg 27*

## **I. ADJOURNMENT**

Next Res: 2023-05  
Next Ord: 2023-01

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Brenda Franklin at (707) 443-4558, ext. 210. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102 – 35.104 ADA Title II).

Pursuant to §54957.5(a) of the California Government Code, any public record writings relating to an agenda item for an open session of a regular meeting of the Board of Directors, not otherwise exempt from public disclosure, are available for public inspection upon request at the District offices located at 5055 Walnut Drive, Monday through Friday (holidays excepted) during regular business hours.

DRAFT – MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
HUMBOLDT COMMUNITY SERVICES DISTRICT

The Board of Directors of the Humboldt Community Services District met in Regular Session at 5:00 p.m. on Tuesday, March 28, 2023, at 5055 Walnut Drive, Eureka, California with public participation available via Zoom tele/video conference.

**A. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 5:04 p.m. Present upon roll call were Directors Benzonelli, Gardiner, Hansen, Matteoli, and Ryan. Staff in attendance: General Manager Williams (GM), Finance Manager Montag (FM), and Assistant Engineer Adams (AE). Also present were NBS Consultants Clumpner and Taylor

**B. PLEDGE OF ALLEGIANCE**

President Benzonelli invited those present to join in the Pledge of Allegiance.

**C. CONSENT CALENDAR**

1. Approval of the March 28, 2023 Agenda
2. Approval of Minutes of the Regular Meeting of March 14, 2023

Public Comment: None

Director Ryan noted an error in the March 14, 2023 Minutes wherein adjournment indicated Director Gardiner seconded the motion and should be corrected to Director Hansen.

DIRECTOR RYAN MOVED, DIRECTOR HANSEN SECONDED, TO ACCEPT AND APPROVE THE MARCH 28, 2023 CONSENT CALENDAR WITH CORRECTION TO THE MARCH 14, 2023 MINUTES REFLECTING DIRECTOR HANSEN SECONDED THE ADJOURNMENT MOTION. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, GARDINER, HANSEN, MATTEOLI, RYAN  
NOES: NONE  
ABSENT: NONE

**D. REPORTS**

1. General Manager

a) District Update

- Elk River Wastewater Treatment Plant Draft NPDES Permit and Recission of the 2016 Cease and Desist Order – GM reviewed the permit process advising the public comment period closes April 24, 2023 at 5:00 p.m. with a Regional Water Board tentatively scheduled public hearing on October 5 and 6, 2023 at the

Eureka City Hall to consider comments and objections. Director Hansen advised that the letter with the subject “Renewal of National Pollutant Discharge Elimination System Permit” explains all additions to the previous NPDES order with very few condition deletions.

2. 2. Engineering

a) Engineering Status

- Coordination with Outside Agencies – staff continues to coordinate with County Engineering staff and City Operations to ensure District infrastructure is protected during repairs of the County F Street slide.

AE then added that the department is busy working on CIP planning, implementing the annual solicitation for contractors to participate with the District in establishing a list of pre-approved contractors for informal bidding projects per the guidelines of CUPCCAA, and he recently took the final Professional Engineering tests and is hoping to learn the results soon.

3. Superintendent

a) January/February 2023 Operations/Maintenance

In addition to standard activities of sewer filming, cleaning wet wells, clearing sewer lateral line issues, testing generators, staff assisted HBMWD with removing the Truesdale flow meter for annual calibration, troubleshooting a pump related issue at the South Bay well, installing water sampling stations in various locations, taking water samples, and responding to multiple power outages as well as the Browns Road water main line break and other storm related issues.

b) February 2023 Construction Operations

Superintendent reviewed the general business activities emphasizing the variety of repairs, replacements, new water services, CIP work, and assistance to other departments as needed.

4. Finance Department

a) February 2023 Budgetary Statement

FM reported February was a standard month adding that invoicing from the City of Eureka has been delayed for the first payment applying to CIP expenses related to the wastewater treatment plant.

a) Update to the State Low Income Household Water Assistance Program (LIHWAP)

FM memorialized verbal information presented at the March 14, 2023 meeting. Director Gardiner asked what District staff are doing to let low-income ratepayers know about the plan, how a low-income rate payer who is not past due learns about the program, and suggesting the State funded plan information should be included on District bills. FM advised flyers are available when a District ratepayer requests information, and that information has been included on past bills. Director Ryan offered that people in need are usually aware of community resources and know to reach out to RCAA for solutions and suggested the information be included on the District website.

6. Director Reports

Director Benzonelli attended the RREDC presentation by the COREHub under the Humboldt Area Foundation wherein they are leveraging a community benefits assessment for the offshore wind project.

Director Ryan advised she and Director Benzonelli participated in a District tour with GM and Superintendent that proved very informative, insightful, and worthwhile.

**G. PUBLIC PARTICIPATION - None**

**H. NEW BUSINESS**

1. Consideration of Accepting Recommended Draft Water and Sewer Rate Study and Proceeding with Prop. 218 Noticing Process

GM commented on the highlights of the FY 2023-24 through FY 2028-29 study offering explanations of some changes, and summarizing the Prop. 218 processes. Director Gardiner expressed that single-family residential customers who have been charged higher fees due to the necessity of larger meter sizes to provide fire protection should be credited in arrears. GM advised those charges were part of rates previously adopted and does not believe the Board has the authority to make those adjustments..

GM then introduced NBS Consultants Greg Clumpner and Jordan Taylor for an in-depth presentation review of the study process, industry standard methodology used including correction methods to address District underfunding of necessary CIP in the past, concluding in the proposed rate increases to cover actual water and sewer operational costs over the next five fiscal years. Extensive questions and answers occurred throughout the presentation. Significant discussion ensued projecting the inability for low-income ratepayers to absorb the increases, questioning the consequences of continuing to defer necessary CIP planning, how long-term costs associated with financing could alter the suggested rates, that the Board reviews proposed rates each of

the five years prior to implementing projected increases and if practical has the authority to reduce them without consequence.

Discussion then focused on the recommended maximum connection (capacity) fees for new water and sewer accounts to buy into the existing system. Comments included concern that doubling the fee for water connection and tripling the fee for sewer will be prohibitive to builders resulting in the loss of needed housing, ensuring existing ratepayers are not subsidizing development, and the effects on establishing ADUs. Mr. Clumpner clarified that adoption of Connection Fees only requires a thirty-day notice as they do not fall under Prop. 218 guidelines, and that the Board can specify an amount less than the calculated maximums without consequence.

PUBLIC COMMENT: None

Discussion continued reiterating concerns and requests to investigate financing options, and consideration of reduced connection fees.

IT WAS THEN MOVED BY DIRECTOR HANSEN, SECONDED BY DIRECTOR BENZONELLI TO ACCEPT THE RECOMMENDED RATES AND AUTHORIZE STAFF TO INITIATE THE PROP. 218 NOTICING AND PUBLIC HEARING PROCESS.  
MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, HANSEN, RYAN  
NOES: GARDINER, MATTEOLI  
ABSENT: NONE

At 7:48 p.m. Director Hansen recused himself from the next item due to his employment with the City of Eureka as its Wastewater Treatment Plant Public Works Director.

2. Request for Appointment of an AdHoc Committee to Assist with City of Eureka Contract Negotiations

GM summarized his work with Special Legal Counsel Colantuono over several months. GM requested the Board appoint an AdHoc Committee to assist with current contract negotiations and to then participate in the bi-annual progress meetings with two City Council members (referred to as 2x2 meetings) as well as District and City staff until a final contract is agreed upon. Thereafter, two Board Members will be appointed every two years as a standing committee to continue the bi-annual 2x2 progress meetings.

Director Benzonelli proposed the Board President and Vice-President be appointed. Director Matteoli, Vice-President, declined to participate as he does not believe he possesses the necessary history knowledge, nor does he have the time-freedom to dedicate to the endeavor. Discussion ensued weighing the variety of issues involved in negotiations with the City.

IT WAS THEN MOVED BY DIRECTOR MATTEOLI, SECONDED BY DIRECTOR BENZONELLI, TO APPOINT DIRECTORS GARDINER AND BENZONELLI AS AN AD HOC COMMITTEE TO ASSIST THE GM WITH NEGOTIATIONS WITH THE CITY OF EUREKA. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, GARDINER, MATTEOLI, RYAN  
NOES: NONE  
RECUSED: HANSEN  
ABSENT: NONE

#### **J. ADJOURNMENT**

There being no further business, IT WAS MOVED BY DIRECTOR GARDINER, SECONDED BY DIRECTOR MATTEOLI, TO ADJOURN. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, GARDINER, MATTEOLI, RYAN  
NOES: NONE  
ABSENT: HANSEN

THE BOARD ADJOURNED ITS REGULAR MEETING OF MARCH 28, 2023 AT 8:10 P.M.

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Submitted, Board Secretary

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# Humboldt Community Services District

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*Dedicated to providing high quality, cost effective water and sewer service for our customers*

## MEMORANDUM

TO: Board of Directors  
FROM: Terrence Williams, General Manager  
DATE: April 7, 2023  
SUBJECT: General Manager Report for April 11, 2023 Board Meeting

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### **Rate Study Update**

During the March 28, meeting, the Board accepted the Draft Rate Study Report and authorized staff to initiate the Proposition 218 process. The Draft Report has been sent to the District's counsel for legal review of the proposed rates. A couple of builders have reached out requesting clarification regarding connection fees. I have also heard from some builders that they have contacted the County requesting assistance with the costs of development, specifically related to the connection fees.

### **Earthquake Recovery**

In the aftermath of the December 20, earthquake and the January 1, aftershock, the District spent \$36,000 in protective measures. Most of this money was spent responding to the 19-hour power outage and repairing a failed watermain on January 1. District staff applied for disaster recovery money to help with these costs. The District was awarded \$27,000 to assist with protective measures from CalOES. FEMA and CalOES follow the same standard; both agencies reimburse 75% of the eligible expenses associated with disaster recovery for declared states of emergency. \$27,000 is 75% of \$36,000.

Also, as a result of the earthquake, the water and sewer mains under Walnut Drive were damaged. SHN has provided an opinion of probable construction cost for the repair work that is in the neighborhood of \$1,000,000.00. District staff is working with CalOES to gain approval for the repair work. This is expected to be funded at the 75% level.

### **South Broadway Forcemain**

The District's South Broadway Forcemain is a large diameter, 2-mile-long pipe that connects the District's largest lift station to the City's wastewater treatment plant. The pipe was originally constructed from brittle material that has since been determined to be unsuitable for water and sewer applications, within the wetlands adjacent to Humboldt Bay. The pipe is vulnerable to earthquakes and sea level rise and the District has been awarded \$3M in FEMA grant funding to assist with replacement.

In the process of developing the alternatives analysis and permitting applications, it has come to light that the 2017 project budget that was used as the basis of the grant application and award is inadequate to fund the project by nearly \$5 million. District staff is working to develop a refined

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Mailing: Post Office Box 158 • Cutton, CA 95534 • tel (707) 443-4558 • fax (707) 443-1490  
Physical Address: 5055 Walnut Drive, Eureka, CA 95503

opinion of probable construction cost which will be used to request additional funding from FEMA. Staff is also working on an application to the Clean Water State Revolving Fund to help offset the costs of this critical project.

### **Snowpack**

On April 3, 2023, the State Water Resources Control Board staff measured 126.5 inches of snowpack at their Philips Station. Last year at this time, there was no snow. 126.5 inches is 220% of the April 3 historic average for Philips Station which is 57.5 inches.

### **Fire Board**

The Humboldt Number 1 Fire Protection District had board vacancies as previously reported on January 24. The Fire District was not receiving letters of interest for the vacant board seats so I submitted a letter indicating that I was willing to serve. During their regular meeting in February, I was appointed to one of the vacant seats. The Humboldt Number 1 Fire Protection District boundaries are similar to HCSD's boundaries. Also, the Humboldt Number 1 Fire Protection District Board makes up one half of the JPA that governs Humboldt Bay Fire; the Eureka City Council makes up the other half.

# Humboldt Community Services District

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## Engineering Memorandum

**TO:** Board of Directors

**FROM:** Benjamin Adams, Assistant Engineer

**DATE:** April 7, 2023

**SUBJECT:** 18<sup>th</sup> Street Steel Main Replacement Project Status Report for April 11, 2023 Board Meeting

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### 18<sup>th</sup> Street Steel Water Main Replacement Project

Engineering Staff has completed draft design documents for the 18<sup>th</sup> Street Steel Main Replacement (SMR) project. The project replaces 480 feet of six-inch wrapped steel water main with eight-inch C-900 plastic water main, and includes installation of new valve clusters. Pipe diameter will be increased from six to eight inches to match the District's pipe size requirements for new public water mains. The upsized pipe, in combination with future main replacement projects, will allow for increased water flow to fire hydrants and customers in the Myrtle town area.

Valve clusters at the intersections of Nedra, Linton and Circle Drive with 18<sup>th</sup> Street will be upgraded to enable better main isolation in that area. The additional valves increase the number of control points and also maintain the "loop" or "network" design of the distribution system. The additional valves will also decrease the number of customers who may be affected by future planned or emergency work in this neighborhood.

Replacement of this steel main section will reduce the amount of steel main within the District to less than one percent of the total water distribution system.

This project is scheduled to begin after the Office Building Siding project is completed.

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# Humboldt Community Services District

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## **BOARD MEMORANDUM**

To: H.C.S.D. Board of Directors  
From: Tim Latham, District Superintendent  
Date: April 6, 2023  
Subject: March 2023 Construction Operations Report

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General business for the month of March included water service line leak repairs on Harris Street, Artino Street and Alder Street, water service line replacements due to leaks on Campton Road and John Hill Road, water main line leak repairs on Hillcrest Drive and Pacific Lane, replacing broken angle meter stops on Trinity Street and Harrison Avenue, completing (2) two sewer lateral line repairs on Herring Avenue in King Salmon, raising a sewer lateral line cleanout to grade on Fern Street and hot paving multiple trench lines in various areas throughout the District.

Other business included performing vehicle and equipment maintenance, water meter reading, customer service orders, landscape maintenance, working on the sidewalks in front of the District office as part of the District Office ADA Improvement Project, completing the abandonment of the old 12" water main line on Pine Hill Road as part of the Pine Hill Road Water Main Line Replacement Project and attending annual fire extinguisher training here at the District corporation yard.

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# Accounts Payable

## Checks by Date - Detail by Check Date

User: FM  
 Printed: 4/6/2023 4:08 PM

Humboldt Community Services District  
 5055 Walnut Drive – Eureka CA 95503  
 PO Box 158 – Cutten CA 95534 (707) 443-4558

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
56057	UB*02083	GAIL HAMILTON	03/01/2023	
		Refund Check		16.32
		Refund Check		3.93
		Refund Check		19.68
		Refund Check		16.82
			Total for Check Number 56057:	56.75
56058	UB*02084	PEGGY MORTON	03/01/2023	
		Refund Check		2.72
		Refund Check		4.14
		Refund Check		1.44
		Refund Check		9.69
		Refund Check		1.93
			Total for Check Number 56058:	19.92
56059	UB*02085	JACQUELINE CARROLL	03/01/2023	
		Refund Check		8.69
		Refund Check		6.03
		Refund Check		14.08
		Refund Check		4.04
		Refund Check		17.16
			Total for Check Number 56059:	50.00
56060	UB*02086	KELLY BARNS	03/01/2023	
		Refund Check		4.65
		Refund Check		10.10
		Refund Check		4.90
		Refund Check		18.62
		Refund Check		5.88
			Total for Check Number 56060:	44.15
56061	UB*02087	AVINASH DSOUZA	03/01/2023	
		Refund Check		7.69
		Refund Check		2.20
		Refund Check		10.73
		Refund Check		2.69
		Refund Check		41.65
			Total for Check Number 56061:	64.96
56062	UB*02088	MATTISON BOOTHE	03/01/2023	
		Refund Check		3.66
		Refund Check		0.71
		Refund Check		5.10
		Refund Check		1.28
		Refund Check		1.35

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 56062:	12.10
56063	UB*02089	MARCO/ALAINA VARGAS	03/01/2023	
		Refund Check		13.59
		Refund Check		39.32
		Refund Check		7.81
		Refund Check		33.58
			Total for Check Number 56063:	94.30
56064	UB*02090	SKYLER DAVEY	03/01/2023	
		Refund Check		4.67
		Refund Check		6.09
		Refund Check		2.46
		Refund Check		11.23
		Refund Check		3.54
			Total for Check Number 56064:	27.99
56065	UB*02091	EMANUELLE VASCONCELOS	03/01/2023	
		Refund Check		16.76
		Refund Check		20.32
		Refund Check		34.60
		Refund Check		11.68
		Refund Check		19.27
			Total for Check Number 56065:	102.63
56066	UB*02092	MARCI PIGG	03/01/2023	
		Refund Check		8.51
		Refund Check		20.35
		Refund Check		8.97
		Refund Check		37.52
		Refund Check		11.85
			Total for Check Number 56066:	87.20
			Total for 3/1/2023:	560.00
56080	A072 0007812	Accurate Drug Testing Services Pre Employment Screening	03/10/2023	30.00
			Total for Check Number 56080:	30.00
56081	A610 3146349539	Amerigas - Arcata F L SLS/Annual Propane Tank Rental	03/10/2023	155.97
			Total for Check Number 56081:	155.97
56082	C410 February 2023 February 2023	City of Eureka: SW General 79% Humboldt Hill 21%	03/10/2023	106,439.07 28,293.93
			Total for Check Number 56082:	134,733.00
56083	C475 0784055S 0784063S 0784065S	Coast Counties Peterbilt Unit #10 90 Day Wet Service Unit #14 90 Day Bit/Wet Service Unit #18 90 Day Bit/Wet Service	03/10/2023	1,823.54 1,376.03 1,835.61

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0784067S	Unit #20 90 Day Bit/Wet Service		2,253.05
	0784121S.02	Unit #14 Preform Opacity Test		100.00
Total for Check Number 56083:				7,388.23
56084	C525 6593	Country Club Market Sandwiches and chips for the December 20, 2022	03/10/2023	383.37
Total for Check Number 56084:				383.37
56085	D200 SO46239006	Day Management Corp. Lower SCADA wires and test	03/10/2023	979.41
Total for Check Number 56085:				979.41
56086	E170 94629	Employee Relations Bkgrd Chk/HR/EVS	03/10/2023	13.22
Total for Check Number 56086:				13.22
56087	E485 02282023 134644/3 134747/3 135073/3 135320/3 135334/3 135560/3	Cooney Parris and Rieke Corp Discount Earned (February) 3V Lithum Battery x2 Couple ABS DWV/ Reel Stringlinr Signature Weld Gloves L Hand Cleaner/ Thread Seal Tape XL Grout Sponge Pipe Insulation 1x6 and 3/4x6	03/10/2023	-5.58 15.06 21.53 30.16 26.22 9.89 19.34
Total for Check Number 56087:				116.62
56088	E558 328493 328706	NAPA Auto Parts of Eureka Multi Purpose Cleaner/ Long Handle Brush Antifreeze	03/10/2023	52.42 48.46
Total for Check Number 56088:				100.88
56089	E650 84600 84632 84781	Eureka Ready Mix Class 2 Base 47.5 Tons Tickets 102-72576, 102- Pea Gravel 23.75 Tons / Class 2 Base 23.75 Tons Concrete for Office ADA Improvement Project	03/10/2023	870.08 844.49 585.03
Total for Check Number 56089:				2,299.60
56090	E890 28655751 28655751 28655751 28655751 28655751 28683261 28683261 28683261	Express Employment Professionals Temporary Personnel - Finance PPE 02/19/2023 Temporary Personnel - Construction PPE 02/19/2023 Temporary Personnel - Maintenance PPE 02/19/2023 Temporary Personnel - ADA Temporary Background Ck/HR PPE 02/19/2023 Temporary Personnel - Construction PPE 02/26/2023 Temporary Personnel - Maintenance PPE 02/26/2023 Temporary Personnel - Finance PPE 02/26/2023	03/10/2023	1,694.04 794.34 1,176.80 382.46 67.00 941.44 941.44 1,828.65
Total for Check Number 56090:				7,826.17
56091	F075 8-057-31651	FedEx Shipping for SunWize Controller PO 7100	03/10/2023	21.65
Total for Check Number 56091:				21.65
56092	H010	Keenan Supply	03/10/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	02282023	Discount Earned February		-117.73
	02282023	Discount Earned February		-30.60
	S012801550.001	4" clay sewer clean out parts		1,577.68
	S012921412.001	SS1 9.70x12 SS 1 RPR Clamp/ SS1 9.70x20 SS		1,671.58
	S012952839.001	Strap Saddle/ Brass Ball/ PEP MAC-PAK Brass/		3,976.99
	S01296039.001	PVCs/ Foam Core/ Mainline Green ABS to PVC		283.41
	S012961036.001	Sanitary Tee/ Elbow Bend/ Twist-Tite Mech/Test		40.38
	S012964351.001	Tapping Saddle for 3" Pressure Sewer		362.00
	S012986087.001	1x100 Polyethylene Pipe		168.73
			Total for Check Number 56092:	7,932.44
56093	H210	Hensell Materials	03/10/2023	
	635027	Broom		33.81
	635516	20 Grey Concrete Bricks		13.11
			Total for Check Number 56093:	46.92
56094	H410	Humboldt Bay Municipal Water D	03/10/2023	
	12742000	Water Purchased - Feb 1 - 28, 2023		89,095.16
			Total for Check Number 56094:	89,095.16
56095	J610	Jeff Noga Construction	03/10/2023	
	Work Order 7002	Construct new pump building at the South Bay v		22,700.00
			Total for Check Number 56095:	22,700.00
56096	M230	Mendes Supply Co	03/10/2023	
	M242161	Credit/Drum deposit for 6 30 Gallon Drums Retu		-360.00
	M242284	Credit/Drum deposit for 2 30 Gallon Drums Retu		-120.00
	M242814	PSCQcarbacticide 30gal/ Drm Dep		560.74
	M242874	Drum Deposit for 1 30 Gallon Drum		-60.00
			Total for Check Number 56096:	20.74
56097	M350	Mid-City Motor World	03/10/2023	
	5190561 1	Window rail for Unit #19		75.52
			Total for Check Number 56097:	75.52
56098	M450	Mission Linen	03/10/2023	
	518659518	Uniforms/Mats		407.32
	518719937	Uniforms/Mats		240.36
	518762774	Uniforms/Mats		407.32
	518805072	Uniforms/Mats		240.36
			Total for Check Number 56098:	1,295.36
56099	O460	OConner & Company	03/10/2023	
	0123-49	Progress Billing Through January 31, 2023		6,382.50
	0223-21	Progress Billing Through February 28, 2023		335.00
			Total for Check Number 56099:	6,717.50
56100	P006	PACE Supply Corp.	03/10/2023	
	028352822	B9X concrete meter boxes and covers		2,841.95
	028359050	(6) Air relief valve screens		43.77
	cm028359050	Return of (6) Air relief valve screens		-27.61
	cm08399681	Return of (6) Air relief valve screens shipping		-16.16

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 56100:	2,841.95
56101	P190	Pacific Paper Co	03/10/2023	
	196028	2 Toner Cartridges for CSR printer		479.50
	196242	Pens/Highlighters/Post-it Notes/ Staples/ Calcula		156.84
	197177	8.5x11 House Copy Paper		249.05
	197265	New chairs for office staff-Ergonomics		619.45
			Total for Check Number 56101:	1,504.84
56102	P430	Pierson Building Center	03/10/2023	
	02282023	Discount Earned on Job 02-1705 for February		-23.68
	02282023	Discount Earned February		-32.98
	092508	Paint supplies and new gutters for the new South		443.14
	092554	Paint supplies and new gutters for the new South		21.22
	092661	20 Mule Team Borax		8.73
	092757	Bulk Fasteners		63.32
	092762	2x4x18 Lumber		12.89
	092810	Generator Parts		131.39
	092837	Paint supplies and new gutters for the new South		9.28
	093766	Phil Screw/ Shelf Standard White/ 12" Shelf Bra		49.08
	093826	3ft Shelf Standard White		5.45
	093877	Goof off Graffiti Remover/ Hanson Paint Pen Ye		25.31
	094297	2x4x20 Lumber		14.32
	094328	Brush Weatherstrip 1-15/32 MA		33.85
	094834	80lbs Premix Concrete for 3935 Tess Ct Sewer R		37.98
	096687	Storage Hanger/ Tool Hanger/ Storage Hook		118.43
	096829	1x2x12 Fir Stakes/ 1x2x18 Fir Stakes		37.04
			Total for Check Number 56102:	954.77
56103	P557	Rexel USA Inc.	03/10/2023	
	3R86980	SIL SIL 490 HN 490 Watt		408.33
			Total for Check Number 56103:	408.33
56104	P785	Powell Landscape Materials	03/10/2023	
	18056	Concrete for repairs in the Fields Landing area		237.07
			Total for Check Number 56104:	237.07
56105	T410	Malcolm Kelly Inc.	03/10/2023	
	1017029-01	(12) Ford Couplers 1"PEP X 1"MIP		773.16
			Total for Check Number 56105:	773.16
56106	T810	Tony Gosselin Tire Service	03/10/2023	
	107147	New tires for Unit #9		932.89
			Total for Check Number 56106:	932.89
56107	U410	United Way of Humboldt	03/10/2023	
		PR Batch 00001.03.2023 UNITED WAY	PR Batch 00001.03.2023 UNI	4.00
			Total for Check Number 56107:	4.00
56108	V700	Valley Pacific Petroleum Services Inc	03/10/2023	
	INV 23-644441	Fuel		3,779.78
			Total for Check Number 56108:	3,779.78

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
56109	W208 1047	Watt's Cleaning Services District offices cleaning services for February	03/10/2023	1,745.00
Total for Check Number 56109:				1,745.00
Total for 3/10/2023:				295,113.55
56110	UB*02093	ROBERT ANDERSON Refund Check Refund Check Refund Check Refund Check	03/21/2023	4.28 48.79 15.40 26.46
Total for Check Number 56110:				94.93
56111	UB*02094	MEAGAN SHADLE Refund Check Refund Check	03/21/2023	10.55 6.88
Total for Check Number 56111:				17.43
56112	UB*02095	DENNIS REID Refund Check Refund Check Refund Check Refund Check	03/21/2023	40.13 39.09 4.78 41.34
Total for Check Number 56112:				125.34
56113	UB*02096	WILLIAM MC FARLAND EXEMPTION Refund Check Refund Check Refund Check Refund Check	03/21/2023	55.75 9.01 102.80 32.44
Total for Check Number 56113:				200.00
56114	A072 0007938	Accurate Drug Testing Services DOT Physical Examination	03/21/2023	100.00
Total for Check Number 56114:				100.00
56115	A160 0699025 0699025 0699025 0699025 0699025 0699025 0699025 0699025 0699025 0699025 0699025 0699025 0699025 0699025 0699025	ACWA-JPIA aMedical Plan - Employees Coverage Period 04/ bDental Plan - Employees Coverage Period 04/0 cVision Plan - Employees Coverage Period 04/0 dLife/AD&D Plan - Employees Coverage Period eMedical Plan - Board Members Coverage Perio fDental Plan - Board Members Coverage Period gVision Plan - Board Members Coverage Period hLife/AD&D Plan -Board Members Coverage P iMedical Plan -Retired Members Coverage Perio jDental Plan - Retired Members Coverage Perio kVision Plan - Retired Members Coverage Perio lCOBRA - Medical Coverage Period 04/01-30/2 mCOBRA - Dental Coverage Period 04/01-30/2 nCOBRA - Vision Coverage Period 04/01-30/20	03/21/2023	43,968.48 1,319.28 265.71 328.74 9,788.72 342.64 62.52 26.07 20,173.82 1,192.00 343.86 3,343.37 106.12 15.63
Total for Check Number 56115:				81,276.96

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
56116	C036	Corporate Payment Systems	03/21/2023	
	242316830397965	DT/ ChefStore: Ground coffee for District office		20.30
	242316830457963	TL/ ChefStore: Coffee/Decaf/Creamer		152.47
	242316830464000	WP/ Harbor Frieght: Soldering station and solder		75.93
	243230030484005	TW/ CocinaMariposa: GM/Super/FormerGM L1		50.00
	244309930464008	TL/Microsoft		100.00
	244921530417457	DT/ ETrailer: Side steps for Unit #15		155.20
	244921630460000	TW/ SunWize: Morningstar PROSTAR Gen 3 C		181.19
	244921630520000	DT/ American Radio: Steel antennae hood moun		47.98
	246921630371060	TW/ Amazon: Mean Well DDR-30G-5 Module I		75.40
	246921630381066	TW/ Amazon: DDR-60G-15 Module DC-DC 15		64.53
	246921630411088	TW/ Amazon: Meanwell DDR-30G-15 & DDR-		69.65
	246921630441013	TW/ Amazon: Asurion 3-yr Protection Plan for		33.99
	246921630461027	TW/ Amazon: Waring WCM50 Pour Over Brew		650.79
	246921630481036	MM/ Amazon: Scanner for front office		290.91
	246921630621044	MM/ Amazon: Headphones for 2nd computer in		38.78
	249061304616735	TL/DRI Crash Plan		29.97
	249430030608980	DT/ Costco: Storage shelf for orgzng for the sma		240.34
			Total for Check Number 56116:	2,277.43
56117	C180	Canon Solutions America Inc.	03/21/2023	
	6003475795	Office/Color Copies WXD03492- 3843		278.21
	6003475795	UseTaxRecoveryFee/OfficeCopier		11.37
	6003475795	Office/Black Copies WXD03492- 1349		15.18
			Total for Check Number 56117:	304.76
56118	C430	City of Eureka: WA	03/21/2023	
	02282023	Min Water Purchased - February 2023		56,635.00
	02282023	*Excess Billing @ \$0.003726/gallon		3,420.00
			Total for Check Number 56118:	60,055.00
56119	C450	City of Eureka: Water Test	03/21/2023	
	INV04337	Microbiological Testing - Feb 2023		459.00
			Total for Check Number 56119:	459.00
56120	C495	Colantuono, Highsmith, Whatley, PC	03/21/2023	
	55051	Legal Services: Special Counsel Services through		175.00
			Total for Check Number 56120:	175.00
56121	D200	Day Management Corp.	03/21/2023	
	02282023	scada antenna sweep and parts		-9.81
	46239815	scada antenna sweep and parts		140.95
	INV66717	scada antenna sweep and parts		510.00
			Total for Check Number 56121:	641.14
56122	E330	Englund Marine and Industrial Supply	03/21/2023	
	535016/7	New hand pump for Unit #12		42.79
	535207/7	Trevis Perkins rain gear		333.52
			Total for Check Number 56122:	376.31
56123	E565	Eureka Overhead Door Co. Inc.	03/21/2023	
	17911	Repair of overhead door in small truck garage		105.00
			Total for Check Number 56123:	105.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
56124	E890	Express Employment Professionals	03/21/2023	
	28625695	Temporary Personnel PPE 02/12/2023		622.60
	28625695	Temporary Personnel PPE 02/12/2023		646.38
	28625695	Temporary Personnel - Maintenance PPE 02/12/2023		452.80
	28625695	Temporary Personnel - Construction PPE 02/12/2023		584.82
	28625695	Temporary Personnel - Finance PPE 02/12/2023		1,710.52
	28712553	Temporary Personnel - Maintenance PPE 02/26/23		1,176.80
	28712553	Temporary Personnel - Construction PPE 02/26/23		588.40
	28712553	Temporary Personnel - Finance PPE 02/26/23		1,502.75
	28712553	Temporary Personnel PPE 02/26/23		117.68
			Total for Check Number 56124:	7,402.75
56125	G150 INV000042323	Gaynor Telesystems Inc. Activate x126	03/21/2023	
				224.00
			Total for Check Number 56125:	224.00
56126	H060	Harvey M. Harper Co.	03/21/2023	
	5288419 1	Door window roll down handle for Unit #15		37.62
	842245	Replace valve assembly on Unit #3		714.02
			Total for Check Number 56126:	751.64
56127	H360	Humboldt No. 1 Fire Protection Di	03/21/2023	
	2022-23 BA	300-011-017-000 District Yard		12.00
	2022-23 BA	014-182-003-000 Hoover St Lift Sta		12.00
	2022-23 BA	014-182-010-000 Hoover St Lift Sta		12.00
	2022-23 BA	019-114-017-000 Bailey St Lift Sta		12.00
	2022-23 BA	300-011-007-000 District Yard		144.00
	2022-23 BA	300-011-009-000 District Yard		12.00
	2022-23 BA	300-011-010-000 District Yard		12.00
	2022-23 BA	300-011-012-000 Lentell Tank site		12.00
	2022-23 BA	301-041-003-000 End of Calif (Old Well)		12.00
	2022-23 BA	301-121-006-000 End of Meyers (Old Well)		12.00
	2022-23 BA	302-181-028-000 Elk River Rd (Mtr Sta)		12.00
	2022-23 BA	303-022-031-000 Access Rd Beechwood Tank		12.00
	2022-23 BA	305-131-026-000 S Broadway Lift Sta CSA3		12.00
	2022-23 BA	305-131-039-000 So Bay Well Site		12.00
	2022-23 BA	306-181-045-000 Donna Dr Pump Sta		12.00
	2022-23 BA	306-221-002-000 Fields Landing Lift Sta		12.00
	2022-23 BA	306-381-048-000 Humb Hill Tank Site		12.00
	2022-23 BA	306-391-007-000 Princeton Well Site		12.00
	2022-23 BA	307-041-008-000 Donna Dr Tank Site		12.00
	2022-23 BA	403-051-026-000 Lower Pigeon Pt Tank		12.00
	2022-23 BA	403-161-034-000 Cummings Rd Booster PS		12.00
			Total for Check Number 56127:	384.00
56128	h810 518262	Humboldt Waste Management Auth Greenwaste	03/21/2023	
				9.00
			Total for Check Number 56128:	9.00
56129	I525	Infosend	03/21/2023	
	231208	UB/Process and Mail/Bills - February 2023		3,505.10
			Total for Check Number 56129:	3,505.10
56130	M340 109198	Mercer Fraser Co Office Concrete	03/21/2023	
				582.01

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 56130:	582.01
56131	M560 51874	The Mitchell Law Firm LLP Legal Services - February 2023	03/21/2023	192.00
			Total for Check Number 56131:	192.00
56132	N030 202303-1242	NBS Professional Services/ Rate Study Services throu	03/21/2023	6,010.00
			Total for Check Number 56132:	6,010.00
56133	N570 169134	North Coast Labs Ltd Copper (free) and Foaming Agents (surfactants) :	03/21/2023	155.00
			Total for Check Number 56133:	155.00
56134	P490 1022650353	Pitney Bowes Inc. AnnMaint/LetterOpener/STDSLA	03/21/2023	220.00
			Total for Check Number 56134:	220.00
56135	P550 1022700841 1022700841	Pitney Bowes Inc Qtrly Rent Base Send Pro Individual Qtrly Rent Base C Series IMI Meter	03/21/2023	40.91 84.36
			Total for Check Number 56135:	125.27
56136	R250 30023154	Recology Humboldt County Garbage Service - February	03/21/2023	511.75
			Total for Check Number 56136:	511.75
56137	S117 2308010-01 2308010-01	Sage Designs Inc Trio RF Cable Feeder Tail 1.5ft/0.5m - TNC type Trio Q-Series Radio	03/21/2023	71.11 8,937.87
			Total for Check Number 56137:	9,008.98
56138	U410	United Way of Humboldt PR Batch 00002.03.2023 UNITED WAY PR Batch 00002.03.2023 UNITED WAY PR Batch 00002.03.2023 UNITED WAY	03/21/2023 PR Batch 00002.03.2023 UNI PR Batch 00002.03.2023 UNI PR Batch 00002.03.2023 UNI	1.72 0.46 1.82
			Total for Check Number 56138:	4.00
56139	ZSW065	Billy Clark Sewer Inspection Deposit Refund for 1725 Camj	03/21/2023	150.00
			Total for Check Number 56139:	150.00
			Total for 3/21/2023:	175,443.80
56140	E037 03222023	Katherine Edwards 85 Herring Claim Settlement/ Release	03/31/2023	556.16
			Total for Check Number 56140:	556.16
56141	E530 187178	Eureka Humboldt Fire Extinguisher Co Inc Fire Extinguisher service and training	03/31/2023	1,585.87

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 56141:	1,585.87
56142	E890	Express Employment Professionals	03/31/2023	
	28742533	Temporary Personnel - Finance PPE 03/12/2023		2,335.27
	28742533	Temporary Personnel - Construction PPE 03/12/2023		1,741.80
	28742533	Temporary Personnel - Maintenance PPE 03/12/2023		1,515.80
	28742533	Temporary Personnel / HR PPE 03/12/2023		67.00
	28772222	Temporary Personnel - Construction PPE 03/19/2023		968.52
	28772222	Temporary Personnel - Maintenance PPE 03/19/2023		1,729.39
	28772222	Temporary Personnel - Finance PPE 03/19/2023		2,859.65
			Total for Check Number 56142:	11,217.43
56143	F049	Fastenal Company	03/31/2023	
	CA EUR126075	Flex Guard Gloves/ 10.4"x11" Towel		33.03
	CA EUR126075	12oz WD-40/ 25'x1 PowerTape Chrm		63.26
	CAEUR126178	Safety Glasses/ Lg Driving Glove/ 25'x1 Power T		180.04
	CAEUR126178	XL OR Disposable Gloves		68.18
	CAEUR126280	LG Flexguard Glove/ D Battery/ Black Chisel M		32.38
			Total for Check Number 56143:	376.89
56144	F050	Fastenal Industrial	03/31/2023	
	CAEUR12452	Floordry optisorb25#		27.61
	CAEUR126082	District Yard First Aid Kit Refills		153.65
	CAEUR126166	Helly Hansen Potsdam Jacket Large		169.28
	CAEUR126385	MutliFold PprTwl/ Cntrpl Ppr Twl/Contractor Ba		352.65
	CAEUR126386	Safet jackets and shirts		3,586.57
	CAEUR126398	5/8"-11 FHN 316 S/S		4.35
			Total for Check Number 56144:	4,294.11
56145	F075	FedEx	03/31/2023	
	8-079-19273	Freight to ship sewer camera control box to Wecc		15.43
			Total for Check Number 56145:	15.43
56146	G090	Galco Industrial Electronics Inc	03/31/2023	
	4129525	Water and Sewer station motor savers		677.10
			Total for Check Number 56146:	677.10
56147	H810	Humboldt Waste Management Auth	03/31/2023	
	9894	Diesel used for tack oil sprayer flush		105.00
			Total for Check Number 56147:	105.00
56148	P010	Pacific Gas and Electric-GN	03/31/2023	
	04132023	aWA Pump & District/Cummings		5,476.89
	04132023	bHH Water System		10,534.96
	04132023	cFW/MR Water System		538.88
	04132023	dGeneral Sewer System		5,693.32
	04132023	eKS/HH Sewer System		2,208.81
	04132023	fOffice/Yard		5,388.96
	04132023	gSpark energy Gas/LP Gas Chgs		1,274.77
			Total for Check Number 56148:	31,116.59
56149	P130	Pacific Gas and Electric-St	03/31/2023	
	04132023	Street Lighting - March		2,453.09

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 56149:	2,453.09
56150	S490 116509	SHN Consulting Engineers Walnut Earthquake	03/31/2023	1,817.50
			Total for Check Number 56150:	1,817.50
56151	S750 04012023	Standard Insurance Company Short&Long Term Empl Disability Billing Perio	03/31/2023	1,428.15
			Total for Check Number 56151:	1,428.15
56152	S808 09008460 09008471	Statewide Traffic Safety and Signs (2) 18" Stop/Slow reflective paddles with 12" ha (2) Road Work Ahead signs with crossbrace clan	03/31/2023	91.26 294.46
			Total for Check Number 56152:	385.72
56153	S850 04152023	Optimum Internet/ 03/24/23-04/23/23	03/31/2023	542.82
			Total for Check Number 56153:	542.82
56154	V500 9930702973	Verizon Wireless Cellular Service - 03/21/2023	03/31/2023	455.22
			Total for Check Number 56154:	455.22
			Total for 3/31/2023:	57,027.08
			Report Total (85 checks):	528,144.43

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# Humboldt Community Services District

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*Dedicated to providing high quality, cost effective water and sewer service for our customers*

## AGENDA REPORT

**For HCSD Board of Directors Regular Meeting of:** April 11, 2023

**AGENDA ITEM:** H.1 (Old Business)

**TITLE:** Reconsideration of Appointment of an Ad Hoc Committee to Assist with Negotiations with the City of Eureka

**PRESENTED BY:** Terrence Williams, General Manager

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### **Recommendation:**

Appoint an Ad Hoc Committee to assist with negotiations with the City of Eureka

### **Summary:**

During the March 28, 2023 meeting, the Board appointed an Ad Hoc Committee to assist with contract negotiations with the City of Eureka. Subsequently, Director Gardiner has requested that the committee appointment be reconsidered because he feels that other members of the Board would be better suited to represent the District than himself at this time.

### **Fiscal Impact:**

Based on averages from the past five fiscal years, the combined agreements cover about \$3M annual spending by the District to the City.