



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

AGENDA

DATE: Tuesday, September 10, 2024

TIME: 5:00 p.m.

LOCATION: 5055 Walnut Drive, Eureka, CA

Teleconference locations: 5055 Walnut Drive, Eureka, CA
20 Via Ravello, Henderson, NV

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 a member 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>) by entering Meeting ID 867 4479 5850 and Passcode 197244. 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 September 10, 2024 Agenda *Pgs. 1-2*
2. Approval of Minutes of the Regular Meeting of August 27, 2024 *Pgs. 3-6*

D. REPORTS

1. General Manager
 - a) District Update *Pgs. 7-8*
2. Finance Department
 - a) August 2024 Check Register *Pgs. 9-16*
3. Engineering
 - a) Update *Pgs. 17*
4. Planning
 - a) Update *Pgs 19*

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. NEW BUSINESS

1. Consideration of Project Proponent Request Regarding Capacity Charges for New Service at 5956 Christopher Dr. *Pgs. 21-28*
2. Consideration of Transferring Additional Funds to CA CLASS JPA *Pgs. 29*
3. Consideration of Reducing the Minimum Bid for Vehicles that have Previously Been Declared Surplus *Pgs. 31*

G. ADJOURNMENT

Next Res: 2024-10
Next Ord: 2024-02

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Robert Christensen at (707) 443-4558, ext. 210 or by email at asm@humboldtcsd.org. 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 Humboldt Community Services District Board of Directors met in Regular Session at 5:00 p.m. on Tuesday, August 27, 2024, at 5055 Walnut Drive, Eureka, California with public participation available via Zoom tele/video conference.

A. CALL TO ORDER AND ROLL CALL

Present upon roll call were Directors Benzonelli, Gardiner, Hansen, Matteoli and Ryan. Staff in attendance: General Manager Williams (GM) (remote attendance), Finance Manager Montag (FM), Assistant Engineer Rawal (AE), and Utility Services Planner McNeill (USP)

B. PLEDGE OF ALLEGIANCE

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

C. CONSENT CALENDAR

1. Approval of August 27, 2024 Agenda
2. Approval of Minutes of the Regular Meeting of August 13, 2024

DIRECTOR HANSEN MOVED, SECONDED BY DIRECTOR RYAN TO ACCEPT AND APPROVE THE AUGUST 27, 2024 CONSENT CALENDAR. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

D. CORRESPONDANCE

Included in the agenda packet was a letter from the Local Agency Formation Commission (LAFCo) announcing the results of the Special District Representative election to the LAFCo Board of Directors. President Benzonelli was elected to the position.

E. REPORTS

1. General Manager
 - a) District Update

GM reported that he is on a preplanned vacation but may be contacted by telephone or email. The District enrolled in an Employee Assistance Program that provides all covered personnel with immediate access to mental health and other support services. The AE recently completed his probationary period and

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
HUMBOLDT COMMUNITY SERVICES DISTRICT
August 27, 2024

may now sign purchase orders and checks consistent with the District's Expenditure Control Policy.

2. Finance Department

a) July Budget Statement

FM reviewed the July Budget Statement and noted that the District expended \$342,000 in July 2024 to pay the District's CalPERS unfunded accrued liability for FY 24/25 in a lump sum. In previous years the District paid the amount monthly. Paying the unfunded accrued liability in a lump sum saved the District \$10,882. The District's expenditure in supplies and maintenance includes the cost of rebuilding the secondary pump at the Foxwood Sewer Lift Station. Software expenses for July included the annual subscription costs for Springbrook software.

b) 2024 2nd Quarter Investment Report

FM reviewed the Investment report and highlighted the performance of the District's investment in the CA CLASS Joint Power Authority (JPA). The annualized rate of return from CA CLASS JPA is 6.11% compared to the County of Humboldt's rate of return of 2.66%. FM will draft a recommendation for the District to invest additional funds into the CA CLASS JPA.

3. Engineering

a) Update

AE reported that the District's Construction Department is re-grading approximately 60% of the parking lot before asphalt paving begins. The parking lot is anticipated to be closed through Tuesday, September 10(?).

4. Planning

a) Update

USP reported that during August a large percentage of customer and District backflow device testing occurs. All District backflow device testing has been completed. The District's meter replacement program will resume in late September. The District recently completed water sampling as required by the State Water Resources Control Board due to the presence of asbestos-cement pipes within the District's system. The results of the water sampling indicate that the District contaminant level is low enough that the District will receive a 3-year waiver from the SWRCB.

F. PUBLIC PARTICIPATION

None

G. NEW BUSINESS

1. Consideration of Awarding On-Call Engineering Agreements for the Two Year Period of September 1, 2024, through September 1, 2026: GHD Inc, Harper & Associates Engineering and Whitchurch Engineering Inc.

GM advised that the District retains On-Call Engineers to provide consulting services in grant writing, design work, and construction management. The District follows a strict procedure when soliciting On-Call Engineers so that selected firms are eligible to participate in FEMA grant projects. The solicitation closed on August 16 and the management team evaluated four submitted proposals. Staff recommends the District enter agreements with GHD Inc., Harper & Associates Engineering, and Whitchurch Engineering. The recommended firms currently hold agreements with the District that are expiring in September. Director Benzonelli asked if using local labor was one of the elements considered in evaluating proposals. GM explained that FEMA requirements prohibit the District from considering the use of local labor when considering proposals.

PUBLIC COMMENT: None

IT WAS THEN MOVED BY DIRECTOR GARDINER, SECONDED BY DIRECTOR MATTEOLI, TO AWARD ON-CALL ENGINEERING AGREEMENTS FOR THE TWO YEAR PERIOD OF SEPTEMBER 1, 2024 THROUGH SEPTEMBER 2026 TO GHD INC, HARPER AND ASSOCIATES ENGINEERING AND WHITCHURCH ENGINEER INC. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

2. Draft Leak Relief Policy

GM reported that at the January 9th meeting the Board established an ad-hoc committee to assist with revisions to the District's Leak Relief Policy. The Draft policy incorporated the following changes: Reduces the eligibility threshold from 300% to 200% of normal usage; Requires that ratepayers provide proof that the

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
HUMBOLDT COMMUNITY SERVICES DISTRICT
August 27, 2024

leak has been repaired; increases the period of leak relief remuneration from one to two months; increases the frequency of eligibility from five years to 36 months; requires the ratepayer to be in good standing; allows ratepayers to be eligible for an additional leak adjustment if a larger leak occurs within 36 months; and caps the maximum amount of leak relief available in 36 months to \$1,000. The GM requested that the Board approve the revision and authorize the advancement of a public hearing and public notice process to codify the revision by ordinance.

The Board discussed the proposed revisions. Director Ryan outlined other District and Municipality's Leak Relief Ordinances that informed the proposed revisions to the District's policy. The discussion also included the need for the leak relief policy and application to be available to ratepayers in Spanish

PUBLIC COMMENT: None

IT WAS THEN MOVED BY DIRECTOR MATTEOLI, SECONDED BY DIRECTOR GARDINER, TO APPROVE THE DRAFT LEAK RELIEF POLICY AND AUTHORIZE THE GENERAL MANAGER TO MOVE FORWARD WITH THE PUBLIC HEARING AND NOTIFICATION PROCESS. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

H. ADJOURNMENT

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

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

THE BOARD ADJOURNED ITS REGULAR MEETING OF AUGUST 27, 2024 AT 6:14 P.M.

Submitted, Board Secretary

Humboldt Community Services District

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: September 6, 2024

SUBJECT: General Manager Report for September 10, 2024 Board Meeting

New Connections

In 2023 the District completed a five year rate study. The rate study consultant recommended, and the Board approved, an adjustment to the District's capacity charges. In mid-September of 2023, about a year ago, the District's new capacity charges took effect. During the weeks leading up to the adoption of the new capacity charges, many prospective builders paid their capacity charges at the former rates. The District's staff and Board of Director's received criticism that the increased capacity charges would stifle new construction. The rate study consultant's recommendation was based on historic growth in the District, the value of the District's assets, and the projected CIP spending over the next ten years. The consultant warned that not adjusting the capacity charges would subsidize development with rate payer money in direct violation of Prop. 218.

Table 1 below shows the annual number of new water and sewer connections going back ten years. During Fiscal Year 2023-24 (the year that the capacity charges were increased) nine new water and sewer connections were paid for before the increase and seven were paid after the increase. During the first two months of Fiscal Year 2024-25, two new water connections and three new sewer connections have been paid. Given that the annual average for new water and sewer connections is 15.83 and 15.42 respectively, District staff anticipates a normal year of new construction within District boundaries.

Table I: Annualized new water and sewer connections for Humboldt Community Services District.

Fiscal Year	New Water Connections	New Sewer Connections
2012-2013	16	16
2013-2014	12	12
2014-2015	16	18
2015-2016	20	19
2016-2017	11	10
2017-2018	19	19
2018-2019	15	16
2019-2020	24	25
2020-2021	16	14
2021-2022	13	11
2022-2023	12	9
2023-2024*	16	16
2024-2025 to date	2	3
Annual Average	15.83	15.42
* Nine at old rates and seven at new rates		

Level Up

Two members of District staff have recently achieved higher levels of operator certification. Noah Altic, who works on the SCADA system and with the Construction Department passed the Distribution Operator 2 exam. Noah has been with the District since January of 2024. Brandon Balke, who works with the Maintenance Department passed the Distribution Operator 3 exam. Brandon has been with the District since August of 2022. Congratulations gentlemen!

Accounts Payable

Checks by Date - Detail by Check Date

User: FM
 Printed: 9/4/2024 2:55 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
57348		Petrusha Enterprises Inc.	08/09/2024	
	701647	Commercial Fire Monitoring		100.50
	701647	RidgwdPump Cell Alarm Coms		120.00
	701647	Open/Close Reporting		45.00
	701647	AES Comml Fire Alarm Comms		120.00
	701647	RdgwdPump KeypadMobile Access		15.00
	701647	RdgwdPump Comml Monitoring		82.50
Total for Check Number 57348:				483.00
57349		Automation Direct	08/09/2024	
	16685360	Mitchell Rd Booster SCADA		9.70
	16685360	Pigeon Point Booster SCADA		9.70
	16685360	Hubbard Lane SCADA		14.54
	16699419	Walnut tank/BPS back panel, c/b s, wire lables l		650.82
	16699419	Blue spruce tank/BPS back panel, c/b s, wire lat		650.82
	16699419	Spruce point well back panel, c/b s, wire lables li		325.40
	16699419	Truesdale BPS Enclourse,Back panel c/b and ass		325.40
	16699419	Donna Tank back panel, enclourse, c/b and elect		325.40
	16727956	Walnut tank/BPS back panel, c/b s, wire lables l		71.12
	16727956	Spruce point well back panel, c/b s, wire lables li		71.12
	16727956	Donna Tank back panel, enclourse, c/b and elect		71.11
	16727956	Truesdale BPS Enclourse,Back panel c/b and ass		71.11
	16727956	Blue spruce tank/BPS back panel, c/b s, wire lat		71.12
	16766109	60 HP Drive and Line Reactor for Truesdale		4,161.31
Total for Check Number 57349:				6,828.67
57350		Canon Solutions America Inc.	08/09/2024	
	6008713775	UseTaxRecoveryFee/ConstrCopier		1.24
	6008713775	Constr Color Copies XLN04212- 261		25.09
	6008713775	Constr Black Copies XLN04212- 593		6.85
Total for Check Number 57350:				33.18
57351		City of Eureka: SW	08/09/2024	
	July 2024	Humboldt Hill 21%		35,380.80
	July 2024	General 79%		133,099.20
Total for Check Number 57351:				168,480.00
57352		Coast Counties Peterbilt	08/09/2024	
	07193934P	Replacement Antenna for Unit 10A		8.23
	07194359P.02	Coolant Concentrate		63.17
Total for Check Number 57352:				71.40
57353		Don's Rent-All Inc	08/09/2024	
	250558	Parking lot ADA painting		146.38
	250677	Parking lot ADA painting		91.64

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57353:	238.02
57354		Cooney Parris and Rieke Corp	08/09/2024	
	07312024	Discount Earned July		-19.79
	07312024	Discount Earned July		-1.57
	07312024	Discount Earned July		-27.06
	164647/3	Hose Spa		18.07
	164725/3	Rollers Various/ Roller Frames/ Paint Tray		35.28
	164766/3	Thrd Rod Stl 5/8x11x12		4.95
	164773/3	Drill Driver Sawzall and broom		566.74
	164868/3	Wire ties and crimp terminals		26.04
	164968/3	Hose Hangout/ Hose Flexogen/ Nozzle Twist		57.08
	165010/3	MLW PH #2 BIT 3.5" 5PK		14.00
	165168/3	Simple Green Gal/ Dawn AB Oragne 19.4oz		34.45
	165365/3	Met Cutting Whl .045" 5pk		20.46
	165552/3	Cord Wrap/ Cargo Strap 27" Yellow		93.71
	165590/3	Padlock 2" Shackle		34.47
	165733/3	MLW Recip 12" 18T Bulk		25.83
	165808/3	Lawn Insect Killer Con 32oz		16.15
	165853/3	1/2" Threaded Coupling		6.44
	165972/3	MW RCP AX Prun Crb 9"/ MW RCP AX Prun C		29.07
	165976/3	Street Elbow 45/ Street Elbow 90/ Nipple/ Ball V		57.69
	166049/3	Caulk White AcrL Lt 10.1oz/ 1x10x8 Pine Lumb		28.01
	166408/3	Hardware Screws Various		7.59
	166444/3	Powerwash Spray Refill 16oz		8.18
			Total for Check Number 57354:	1,035.79
57355		NAPA Auto Parts of Eureka	08/09/2024	
	410187	LED Trad Style Kit		50.24
	411664	2.5 Blue Def for Unit#18 and #2		39.48
	412758	Air Filters for Unit #1 Air Compressor		79.74
	412903	Bulbs for Unit #2 and Shop		9.50
			Total for Check Number 57355:	178.96
57356		Eureka Ready Mix	08/09/2024	
	95965	Class 2 Base		435.04
	96000	Class 2 Base		435.04
			Total for Check Number 57356:	870.08
57357		Express Employment Professionals	08/09/2024	
	31086034	Temporary Personnel - Maintenance PPE 07/28/		2,220.80
			Total for Check Number 57357:	2,220.80
57358		Keenan Supply	08/09/2024	
	07312024	Discount Earned July		-31.10
	07312024	Discount Earned July		-90.93
	S013863474.001	Lead Free Brass 90 Elbow		11.48
	S013875090.001	Lead Free 3/8 IMP Brass 90 Elbow		38.84
	S013885296.001	Red Rubber Full Face Gasket		63.59
	S01390272.001	Brass Cap/CPLG/Nuts and Bolts Various/Mac-p		2,811.12
	S013907124.001	Parts Sea Ave SLS reversal.		438.48
	S013909272.002	Return of 3/4 PEP Mac-Pakxmip Brass CPLG L		-63.40
	S013909629.001	Parts Sea Ave SLS reversal.		380.08
	S013909944.001	Parts Sea Ave SLS reversal.		880.26
	S013911867.001	Bolts and Nuts/250 PSI Pipe/Grip Ring/45 Elbow		2,158.63
	S013915339.001	Return of 2-1/2 125 Brass CPLG		-52.93

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57358:	6,544.12
57359	655358	Hensell Materials Jet Set	08/09/2024	44.46
			Total for Check Number 57359:	44.46
57360	27710000 27710000	Humboldt Bay Municipal Water D Water Purchased - July PF-2 Reconciliation Credit from FY 2023-24	08/09/2024	94,558.52 -179.55
			Total for Check Number 57360:	94,378.97
57361	182943	Humboldt Towing Inc Towing vehicle form meter box at 1248 Howard	08/09/2024	95.00
			Total for Check Number 57361:	95.00
57362	IN51090 IN51102 IN51110 IN51113 IN51113 IN51113 IN51113 IN51113 IN51113 IN51113 IN51114 IN51114 IN51114 IN51114 IN51114 IN51114	Industrial Electric Arcata Inc Lentell Motor Capacitors Wireless bridge from Darren Office to Pump hou Conduit for BPS and antenna mounting Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets Conduit,Strut,straps,adapters,J box and brackets	08/09/2024	33.53 241.33 298.74 85.07 85.07 85.07 85.07 85.07 85.06 195.62 195.62 195.63 195.63 195.63 195.62
			Total for Check Number 57362:	2,257.76
57363	268015	Infosend UB/Process and Mail/Bills - July 2024	08/09/2024	3,787.62
			Total for Check Number 57363:	3,787.62
57364	M266274 M266277 M266334	Mendes Supply Co PSCQcarbacticide 30gal/DrumDep PSCQcarbacticide 30gal/DrumDep Credit/Drum deposit	08/09/2024	472.61 2,333.58 -180.00
			Total for Check Number 57364:	2,626.19
57365	521918437 521954099 522002787 522047295	Mission Linen Uniforms/Mats Uniforms/Mats Uniforms/Mats Uniforms/Mats	08/09/2024	401.89 236.96 401.89 234.93
			Total for Check Number 57365:	1,275.67
57366	0724-29	OConner & Company Progress Billing Through July 2024	08/09/2024	6,280.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57366:	6,280.50
57367		Pacific Paper Co	08/09/2024	
	219488	Fastener File Folders		162.33
	219946	Fastener Folders/ Post-it Notes Various		100.54
			Total for Check Number 57367:	262.87
57368		Pierson Building Center	08/09/2024	
	07312024	Discount Earned July		-5.57
	07312024	Discount Earned July		-0.80
	07312024	Discount Earned July		-10.20
	201420	Premium Masking Tape/ Painters Tape		22.47
	201459	Satin Paint Gallon		66.19
	201964	Profrom 2-1/2" Angle Sash Brush		11.79
	202796	1-1/2" hole Arbor 9665/ 1/2x50' Rope/ Lumber C		41.70
	203435	Material Sea Ave SLS reversal.		237.38
	203765	Acetone Quart		12.01
	203978	Roundup/Comfort Transplanter/Ground Clear Cc		108.12
	204476	Work Box/ Door Bottom 36"x2 34"/ Duplex Rec		25.20
	205169	Metal Dustpan		10.91
	205820	80lb premix concrete for 7 sole sewer repair		21.83
	206431	1x2x24 Fir Stakes		35.17
	206539	Dolomite AG Lime 50# Organic		43.68
	206547	22 Perch Customer Side PRV Cut In		5.65
	206699	Premium Top Soil 1cuft		13.09
	206837	60lb Premix Concrete 7 Sole St Sewer Repair		17.46
	207137	1/4 Ball Valve		30.57
			Total for Check Number 57368:	686.65
57369		Rexel USA Inc.	08/09/2024	
	5108824	NMLT50 1/2 STR L/T PVC / 1/2" Non-Met Flet		14.72
			Total for Check Number 57369:	14.72
57370		Powell Landscape Materials	08/09/2024	
	3791A	Concrete steps Nunes Manhole		33.32
	3837A	Concrete repair for Bayview and Harrison		205.39
			Total for Check Number 57370:	238.71
57371		Recology Humboldt County	08/09/2024	
	32638884	Garbage Service - July		612.65
			Total for Check Number 57371:	612.65
57372		Cooney, Parris & Rieke Corp	08/09/2024	
	840097/1	salt softner		8.73
			Total for Check Number 57372:	8.73
57373		Thomas R. Bess	08/09/2024	
	5370	Hot Asphalt mix for Forbes Ln		858.77
			Total for Check Number 57373:	858.77
57374		Tony Gosselin Tire Service	08/09/2024	
	121644	Tires unit 18.		3,858.63

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57374:	3,858.63
57375		United Way of Humboldt	08/09/2024	
		PR Batch 00001.08.2024 UNITED WAY	PR Batch 00001.08.2024 UNI	0.29
		PR Batch 00001.08.2024 UNITED WAY	PR Batch 00001.08.2024 UNI	3.37
		PR Batch 00001.08.2024 UNITED WAY	PR Batch 00001.08.2024 UNI	0.34
			Total for Check Number 57375:	4.00
57376		Valley Pacific Petroleum Services Inc	08/09/2024	
	INV 24-805633	Ethanol Free 92 Octane		39.33
	INV 24-806828	Fuel		3,572.36
			Total for Check Number 57376:	3,611.69
57377		Watt's Cleaning Services	08/09/2024	
	1064	Quarterly PO for office cleaning July		950.00
			Total for Check Number 57377:	950.00
57378		Western Chain Saw	08/09/2024	
	372462	Dipstick		3.27
	372471	12.8oz Mix 6pk		43.69
	373008	Pro Line/ Woodcutters Apron Chaps 36'/Harness		159.47
			Total for Check Number 57378:	206.43
			Total for 8/9/2024:	309,044.04
57379		BRAD ALBEE	08/19/2024	
		Refund Check		18.05
		Refund Check		0.52
		Refund Check		30.94
		Refund Check		23.33
		Refund Check		18.76
			Total for Check Number 57379:	91.60
57380		JAMES TATKA	08/19/2024	
		Refund Check		4.41
		Refund Check		11.57
		Refund Check		34.89
		Refund Check		27.00
			Total for Check Number 57380:	77.87
57381		ACWA-JPIA	08/19/2024	
	0703625	ICOBRA - Medical Coverage Period 09/1-30/24		6,605.41
	0703625	nCOBRA - Vision Coverage Period 09/1-30/24		62.52
	0703625	mCOBRA - Dental Coverage Period 09/1-30/24		229.32
	0703625	kVision Plan - Retired Members Coverage Period		390.75
	0703625	jDental Plan - Retired Members Coverage Period		1,406.48
	0703625	iMedical Plan -Retired Members Coverage Period		24,789.46
	0703625	hLife/AD&D Plan -Board Members Coverage Period		27.47
	0703625	gVision Plan - Board Members Coverage Period		62.52
	0703625	fDental Plan - Board Members Coverage Period		342.64
	0703625	eMedical Plan - Board Members Coverage Period		10,745.23
	0703625	dLife/AD&D Plan - Employees Coverage Period		169.81
	0703625	cVision Plan - Employees Coverage Period 09/1-		343.86

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0703625	bDental Plan - Employees Coverage Period 09/1-		1,374.56
	0703625	aMedical Plan - Employees Coverage Period 09/		49,104.30
	0703625	EAP PLAN - Employees Coverage Period 09/1-		54.56
	0703625	EAP Plan -Board Members Coverage Period 09/		12.40
Total for Check Number 57381:				95,721.29
57382		AGB	08/19/2024	
	H24-2411	Blue Spruce Tank Seismic Testing		2,209.00
Total for Check Number 57382:				2,209.00
57383		Corporate Payment Systems	08/19/2024	
	241164142040672	MM/Saniya: Convert old server to Backup Dom		1,200.00
	241374642070013	WP/ Tractor Supply: High Pressure Hand Gun		46.32
	241374642070013	WP/Tractor Supply: High Pressure Hand Gun		18.32
	241374642190013	TK/Tractor Supply - Mower Trailer		2,169.99
	241640742170910	TK/Target - Office Coffee		39.65
	242042941970029	MM/DRI Crash Plan		29.97
	242042941980000	MM/Microsoft		100.80
	244309941920243	MM/Microsoft		30.00
	244921541980102	MT/Ditch Witch West: Unit 18 Excavation Wanc		400.20
	244921642140000	TK/Coro Medical - AED Purchase		770.95
	244921642140000	TK/Coro Medical - AED Purchase		770.95
	244921642140000	TK/Coro Medical - AED Purchase		770.96
	246921642081016	TK/Craigslist Ad - Crane Truck		5.00
	246921642081016	TK/Craigslist Ad - Sewer Van		5.00
	246921642141065	DT/Choovio: Manhole Sensors Hoover Scada		148.70
	246921642171098	DT/In-N-Out: Crew dinner for Humboldt Hill Le		50.58
	247170541911519	MM/Specialty Traffic Systems "Please use other		49.16
	247170542007320	WP/Vehicle Controls: Generator #1 Repair		208.49
	247333442100300	MT/RMI Outdoors - Tack Oil Sprayer		39.99
	248019742190502	WP/CWEA: Renewal for Will Paddock		239.00
Total for Check Number 57383:				7,094.03
57384		Canon Solutions America Inc.	08/19/2024	
	6008823268	Office/Black Copies WXD03492- 1671		21.63
	6008823268	Office/Color Copies WXD03492- 2685		223.53
	6008823268	UseTaxRecoveryFee/OfficeCopier		9.50
Total for Check Number 57384:				254.66
57385		City National Bank	08/19/2024	
	09012024	bMartin Slough Agr#12-020-01		26,676.42
	09012024	aMartin Slough AGr#12-020-01		62,123.58
Total for Check Number 57385:				88,800.00
57386		City of Eureka: WA	08/19/2024	
	07312024	Water Purchased - June 2024		60,374.00
	07312024	*Excess Billing @ \$0.003972/gallon		1,517.00
Total for Check Number 57386:				61,891.00
57387		City of Eureka: Water Test	08/19/2024	
	INV06373	Microbiological Testing - July 2024		561.00
Total for Check Number 57387:				561.00
57388		Colantuono, Highsmith, Whatley, PC	08/19/2024	
	61589	Special Legal Services Services Through 07/31/		210.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57388:	210.00
57389		Franchise Tax Board	08/19/2024	
		Garnishment for Chris Davenport Account Numl	PR Batch 00003.08.2024 Garr	331.82
			Total for Check Number 57389:	331.82
57390	31117620 31151888	Express Employment Professionals	08/19/2024	
		Temporary Personnel - Maintenance PPE 08/04/		2,463.70
		Temporary Personnel - Maintenance PPE 08/11/		1,370.65
			Total for Check Number 57390:	3,834.35
57391	380-0055887	GHD Inc.	08/19/2024	
		Hoover SLS Flood Protection Task Order: 06-25		5,203.72
			Total for Check Number 57391:	5,203.72
57392	858656/1	Harvey M. Harper Co.	08/19/2024	
		Unit #2 Wheel Speed Sensor		907.71
			Total for Check Number 57392:	907.71
57393	1000009146	Humboldt Waste Management Auth	08/19/2024	
		Greenwaste - Self Haul		105.31
			Total for Check Number 57393:	105.31
57394	685622	Itron Inc.	08/19/2024	
		Configuration of FCS		409.00
			Total for Check Number 57394:	409.00
57395	185149	Johnson's Mobile Rentals LLC	08/19/2024	
		Temporary Fencing		297.39
			Total for Check Number 57395:	297.39
57397	113007 113235	Mercer Fraser Co	08/19/2024	
		1/2 HMA W/Rap Forbes Lane		1,042.41
		Cold Mix		1,136.21
			Total for Check Number 57397:	2,178.62
57398	171882	Miller Farms	08/19/2024	
		Toro 50" FAB ZTR Mower/Toro Mulch Kit		5,171.98
			Total for Check Number 57398:	5,171.98
57399	4938	The Mitchell Law Firm LLP	08/19/2024	
		Legal Services - July 2024		256.00
			Total for Check Number 57399:	256.00
57400	2024ci-6256	North Coast Journal	08/19/2024	
		Legal Notices - Request for Qualifications On C		216.00
			Total for Check Number 57400:	216.00
57401	60189	Shred Aware	08/19/2024	
		PickUp/Shredding/64GalBin/27"S		120.93

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57401:	120.93
57402		Thomas R. Bess	08/19/2024	
	5512	Paving Material Cost Stanford Circle		1,389.81
	5372	Paving Material Cost Temple Circle		2,267.59
	5373	Paving Material Cost Stanford Circle		5,814.47
	5373	Paving Material Cost Temple Circle		9,999.16
			Total for Check Number 57402:	19,471.03
57403		United Way of Humboldt	08/19/2024	
		PR Batch 00003.08.2024 UNITED WAY	PR Batch 00003.08.2024 UNI	0.23
		PR Batch 00003.08.2024 UNITED WAY	PR Batch 00003.08.2024 UNI	1.86
		PR Batch 00003.08.2024 UNITED WAY	PR Batch 00003.08.2024 UNI	1.91
			Total for Check Number 57403:	4.00
57404		USA Bluebook	08/19/2024	
	INV00419161	Lead Free Brass Coupling 2-1/2" NPT		92.50
	INV00421119	Hubbard 3rd pump pipe fittings		670.11
	INV00423961	Hubbard 3rd pump pipe fittings		780.52
			Total for Check Number 57404:	1,543.13
57405		Whitchurch Engineering Inc.	08/19/2024	
	HCD-245906	Dr. Office Lane Sewer Rehab Design Task Order		10,935.00
			Total for Check Number 57405:	10,935.00
57406		Xylem Inc.	08/19/2024	
	3556D34726	Foxwood Sewer pump replacement		17,521.98
	3556D34727	Foxwood Sewer pump replacement		840.00
			Total for Check Number 57406:	18,361.98
			Total for 8/19/2024:	326,258.42
			Report Total (58 checks):	635,302.46

Humboldt Community Services District

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

ENGINEERING MEMORANDUM

To: Board of Directors
From: Kush Rawal, Assistant Engineer
Date: September 1, 2024
Subject: Assistant Engineer Progress Report for September 10, 2024 Board Meeting

HCSD forces have completed the Sea Avenue sewer lift station upgrade and reversal to the Martin Slough Interceptor. Sea Avenue sewer lift station is one of ten District sewer lift stations that were slated for reversal into the Martin Slough as part of the Martin Slough Interceptor (MSI) project.

The objectives of the MSI project are to:

1. Provide additional sewer capacity to support growth for future development of approximately 5,000 residential units within the District.
2. Reduce the number of sewer lift stations that the District maintains.
3. Reduce pumping and maintenance costs to the District by creating more direct sewage routes and converting pumping pressure systems to gravity systems.

The Sea Avenue sewer lift station was previously pumped directly to the Allard sewer lift station. The Operations and Maintenance crew installed two new seven-horsepower pumps and smaller breakers to accommodate the size of the new pumps. The Construction crew installed a new vault and tied it into the discharge system to protect District infrastructure. As part of the Martin Slough Interceptor plan, a sewer billing flow meter was installed inside the vault to monitor the flow and turn Sea Avenue SLS into a sewer discharge point into the City's system.

The Operations and Maintenance Department was able to complete 14,377 feet (2.7 miles) of trouble spot cleaning within the District's sewer mains and an additional 1,085 feet of trouble spot lateral cleaning.

THIS PAGE INTENTIONALLY BLANK

Humboldt Community Services District

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

MEMORANDUM

TO: Board of Directors

FROM: Brian McNeill, Utility Services Planner

DATE: September 6, 2024

SUBJECT: Utility Services Planner Report for September 10, 2024 Board Meeting

In 2022, the US EPA released an addendum to the Lead and Copper Rule called the Lead and Copper Rule Revision (LCRR), requiring Public Water Systems to develop a Lead Service Lines (LSL) inventory to identify private water service line materials connected to the public water distribution systems by October 16, 2024. The LCRR also requires that each water system compile a list of schools and licensed child care facilities served by the water system

The District has compiled the required list of schools and licensed child care facilities within District boundaries. The development of the LSL inventory, in many cases, requires physical inspection of the private water service line. The private water service line is the portion of the waterline on private property between the water meter and the house. Significant progress has been made in collecting data regarding the District's customers water service line material from the meter to the residence. The EPA's LCRR requires the District to maintain a database for all water connections. Through the use of maps, historical records, and physical inspections the District will be able to submit an inventory database to the US EPA by the October 16, 2024 deadline. Through the process of compiling the inventory, no lead service lines have been found in the District.

The Planning Department continues to respond to numerous building and planning referrals received from the County, as well as responding to requests from project proponents. Staff has provided fire hydrant flow information for project proponents to use in sizing their fire suppression systems. Staff has also been reviewing building plans and generating quotes based on the scope of the proposed projects. Staff continues to do sewer lateral inspections, which includes creating as-built drawings of what has been installed by the customer and retaining that information in District records for future use. These drawings are a valuable resource for staff and ratepayers, especially after a property changes hands. By providing specific dimensions and information about what was installed, staff and ratepayers can often utilize these sewer cards to determine the location of infrastructure that has been buried for 30 to 40 years.

As always, weekly bacteriological water quality samples were collected from throughout the District and all monthly required reporting to the various State agencies has been completed and submitted.

THIS PAGE INTENTIONALLY BLANK

Humboldt Community Services District

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

AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: September 10, 2024

AGENDA ITEM: F.1

TITLE: Consideration of Project Proponent Request Regarding Capacity Charges for New Service at 5956 Christopher Dr.

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Staff recommends denying the request for special capacity charge pricing.

Summary:

In April of 2023, a project proponent submitted a technical question to the District inquiring about the cost of connecting to the District's infrastructure.

The District advised the proponent that the District's then-current water construction and connection fees were dependent on water meter size and further advised the proponent that to provide an accurate estimate, the District would need the applicant to identify the required meter size. Water meter size is dependent on the number of water supply fixture units (WSFU) and fire suppression requirements. The proponent did not have an approved building plan at the time of submission of the technical question.

The District provided the proponent with generalized information on the District's capacity charges for sewer service and construction costs based on the master charge schedule in effect at that time. The costs associated with a sewer capacity charge are specific to the number of drainage fixture units (DFU) included in the new construction. The District did not provide the proponent with a quote at that time because the District had not received building plans indicating the number of DFU's. The proponent was advised that the sewer capacity charges were: \$3,700 construction fee and \$2,958 per equivalent dwelling unit (EDU). One EDU is equal to 24 DFU's.

In September 2023, the District completed a five-year rate study and, upon the recommendation of the rate study consultant, adjusted the capacity charges to remain in compliance with Proposition 218. The capacity charges were increased to ensure that the District's ratepayers were not subsidizing future development.

On April 18, 2024, the District responded to the project proponent's contractor's request for fire flow data for the parcel.

On July 24th, 2024, the project proponent provided the District with the approved plans for the new construction.

On July 29th, 2024, the Utility Services Planner provided the project proponent with a quote for the capacity charges and installation costs based on the approved plans.

If the project proponent had provided the current plans in April 2023, the total quote under the old Master Charge Schedule would have been \$14,009.12 (\$6,863 in Sewer Capacity and Construction Charges, and \$7,146.12 in Water Capacity, Construction, and Installation Charges).

Under the updated Master Charge Schedule, the amount is \$25,403.12 (\$13,749 in Sewer Capacity and Construction Charges, and \$11,654.12 in Water Capacity, Construction, and Installation Charges).

Supporting documentation is included in this board packet for review.

Fiscal Impact:

Unknown.

Humboldt Community Services District

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

Attn: Ward Nickle

July 29, 2024

Re: Humboldt Community Services District Charges associated with the Proposed Single Family Residence Project at: 5956 Christopher Dr., Eureka 95503, CA; APN 303-191-048

Dear Mr. Nickle:

The District has reviewed the plans that were provided for the proposed single family residence project. The listed Installation and Capacity Charges for water are based on your submitted plans requiring a 3/4-inch water meter and the listed Capacity Charges for sewer are based on the District's current Sewer Capacity Charge per Equivalent Dwelling Unit (EDU). One EDU equals 24 drainage fixture units (DFU's), any DFU's in excess of the 24 DFU's included in one EDU are charged at a prorated rate. Based on your submitted plans, your DFU count falls within the parameters of a single EDU.

The price quoted for the sewer installation (\$3,570) is based on both the water and sewer being installed at the same time in the same trench. If you choose to not have our construction crew install the water and sewer in the same trench at the same time, then the sewer installation charge will be \$4,425.00.

Please note that construction must be completed within two years of the date Capacity Charges are paid. If construction is not completed within two years, the project proponent must apply to the District, in writing, for a time extension. An extension will be granted, if the District determines that significant construction progress has been made at the time of the application. If construction is not completed within two years and an extension is not granted, the project proponent will receive a refund for the paid charges. The project proponent will then be billed for Capacity Charges using the District's up-to-date Fee Schedule at the time of issuing a new quote for Capacity Charges.

There is a \$205 charge associated with inspections. The \$205 Inspection Deposit allows the District to ensure that all requirements associated with this project are satisfied. The Inspection Deposit is potentially refundable. In order to receive a refund of the Inspection Deposit, all requirements associated with this project must be met within 2 inspections performed by District staff.

Please note that the outlined charges do not include charges associated with permanent pavement and/or sidewalk replacement. Costs associated with this work will be charged based on time and materials once the work is completed.

If the project proponent wishes to perform the surface replacement work, an Encroachment Permit must be obtained by the project proponent from Humboldt County Public Works and the project proponent must also fill out the District's Permanent Paving Replacement Agreement Form. Please note that the District will have to inspect and approve of the surface replacement work.

Please feel free to call me at (707) 443-1340 ext. 224, should you have any questions.

Sincerely,



Brian McNeill
Utility Services Planner

Water/ Sewer Charges, as requested by Mr. Nickle, for a 3/4-inch water service and sewer connection at 5956 Christopher Dr. (APN: 303-191-048)			
3/4-inch Meter Charge	1	\$ 308.12 each	\$308.12
3/4-inch Water Capacity Charge	1	\$8,396.00 each	\$8,396.00
3/4-inch Water Installation Charge	1	\$2,950.00 each	\$2,950.00
Sewer Capacity Charge per EDU	1	\$ 9,974.00 /EDU	\$9,974.00
Sewer Installation Charge	1	\$ 3,570.00 /EDU	\$3,570.00
Sewer Inspection Charge	1	\$ 205.00 each	\$205.00
Total Charges for 5956 Christopher Dr.			\$25,403.12

Drainage Fixture Quantities and Unit Values (Gathered from Mr. Nickle's provided Floor Plans), using Universal Plumbing Code 2021 Fixture Unit Values for a Proposed SFR at 5956 Christopher Dr.(APN: 303-191-048)			
Drainage Fixture Type	Drainage Fixture Unit Value	Drainage Fixture Quantity	Drainage Fixture Unit per Fixture Type
Water Closet	3.0	2	6.0
Bathtub or Combination Bath/Shower	2.0	2	4.0
Clothes Washer	3.0	1	3.0
Lavatory	1.0	2	2.0
Dishwasher with independent drain	2.0	1	2.0
Kitchen Sink, domestic (w/ or w/o food waste disposer, dishwasher, or both)	2.0	1	2.0
Drainage Fixture Unit Total			19.0

Water Supply Fixture Quantities and Unit Values (Gathered from Mr. Nickle's provided Floor Plans) using Universal Plumbing Code 2021 Water Supply Fixture Unit Values for 5956 Christopher Dr. (APN: 303-191-048)			
Water Supply Fixture Type	Water Supply Fixture Unit Value	Property's Water Supply Fixture Quantity	Water Supply Fixture Unit Total per Fixture Type
Water Closet	2.5	2	5.0
Lavatory	1.0	2	2.0
Bathtub or Combination Bath/Shower	4.0	2	8.0
Dishwasher	1.5	1	1.5
Clothes Washer	4.0	1	4.0
Kitchen Sink, domestic (w/ or w/o dishwasher)	1.5	1	1.5
Refrigerator with water/ice maker	0.5	1	0.5
Hose Bibb	2.5	1	2.5
Additional Hose Bibbs	1.0	2	2.0
Water Supply Fixture Unit Total			27.0

From: Ward Nickle <wardnickle@gmail.com>
To: "hbenzonelli@humboldtcsd.org" <hbenzonelli@humboldtcsd.org>; "ggardiner@humboldtcsd.org" <ggardiner@humboldtcsd.org>; "mhansen@humboldtcsd.org" <mhansen@humboldtcsd.org>; "jmatteoli@humboldtcsd.org" <jmatteoli@humboldtcsd.org>; "jryan@humboldtcsd.org" <jryan@humboldtcsd.org>
Sent: Friday, August 30, 2024 at 11:32:22 AM PDT
Subject: New Service Exception

Some people who received this message don't often get email from wardnickle@gmail.com. [Learn why this is important](#)

Dear Board Member,

My name is Ward Nickle, and I purchased a single-family residential lot in Cutten, after securing a low-income USDA Rural Development Loan at the end of 2021. I am a teacher and the sole earner for our family. Last year my earned income was \$46,700. For far too long, I struggled with the county to get an approved permit having gone through numerous agencies, revisions, and engineers.

During this process, I contacted HCSD to secure water and sewer services. I was told in April 2023 that the sewer fees were about \$6800. I imagine the water fees were similar, though the link I was sent by the engineering clerk for the water fees no longer works.

Anyway, I was told I needed approved plans. It took until July 2024 for the county to finally sign off on my permit. During this time, the water and sewer fees changed dramatically. I was recently told the fees would total \$25,000! I was never notified of these changes or afforded an opportunity to secure services before the changes were made. My entire construction loan is only \$343K. The cost to connect to water and sewer at the current rates represents an outsized cost of over 7% of my entire budget.

Is it possible that I may be granted an exception to the new fees and pay the fees based on those that were in place when I began this process last year? Thank you for your consideration. I attached the receipt of my request from April 2023.

Sincerely,
Ward Nickle

Technical Question Submission

Name: WARD NICKLE Phone: (707) 845-0561

Address: 1962 ELWOOD PLACE Email: WARDNICKLE@GMAIL.COM
McLEINLEVILLE, CA 95519

How would you like me to respond to your question? Phone call or Email?

Please take a moment to read the following commonly asked questions, and complete the follow-up questions with as much information as you have.

Common Questions

I have questions about the connection fees for my construction project.
 Are fire sprinklers required? Yes or No.

What size water meter is required or desired? 5/8" 3/4" 1"
 Larger I Don't Know

Is this project 900 FT² residential or commercial?

Project Location: "5950" CHRISTOPHER DR. APN: 303-191-048-000

Do you have a building permit? Yes, permit #: BLD-20 ___ -- ___ No

I have questions about adding or constructing an Accessory Dwelling Unit (ADU) or Junior ADU on my property.

Project Location: _____ APN: _____ - _____ - _____ -000

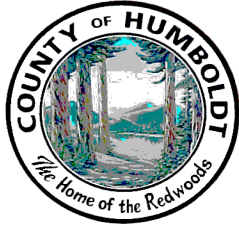
Do you want the ADU(s) separately metered? Yes or No.

Do you have a building permit? Yes, permit #: BLD-20 ___ -- ___ No.

I would like information about the location of my sewer lateral on my property.

Other: _____

You can return this form to our office,
 or email to engineer@humboldtcsd.org.



COUNTY OF HUMBOLDT
Planning and Building Department
3015 H Street, Eureka, CA 95501
Phone (707)445-7541

Receipt No.: **BDR21-2521**

Receipt Date: **11/16/2021**

RECEIPT

RECORD & PAYER INFORMATION

Record ID: BLD-2021-55204
Parcel Number: 303-191-048-000
Record Type: Building Permit
Property Address: 5956 Christopher Dr, Eureka, CA
Description of Work: Forster (Buyer = Nickle) - New Res
Payer: Ward Nickle
Applicant: Ward Nickle

PAYMENT DETAIL

Date	Payment Method	Reference	Cashier	Comments	Status	Amount
11/16/2021	Credit Card		DP		Paid	100.00

FEE DETAIL

Fee Description	Invoice #	Fee Amount	Current Paid
Presite Inspection	BDI21-3334	\$100.00	\$100.00
		<hr/>	
		\$100.00	\$100.00

Humboldt Community Services District

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

AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: September 10th 2024

AGENDA ITEM: F.2

TITLE: Funds Transfer to California CLASS JPA Investment Pool

PRESENTED BY: Michael Montag, Finance Manager/District Treasurer

Recommendation:

Motion and roll call vote directing staff to transfer an additional \$4,477,574 of District reserve funds currently held in the County of Humboldt Investment Pool to California CLASS JPA Investment Pool.

Summary:

During the District Board meeting on August 27th, a presentation was made to the Board regarding the investment performance of District funds held in the California CLASS JPA Investment Pool compared to the investment performance of funds held with the County of Humboldt Investment Pool. Investment performance with California CLASS JPA Investment Pool has demonstrated better investment performance. It was requested to present a recommendation for transferring additional District funds from the County Investment Pool to the California CLASS JPA Investment Pool.

Detail:

For Fiscal Year 2024, District Funds held in the California CLASS JPA Investment Pool experienced annualized returns of 6.11%, compared to 2.66% annualized returns for funds held in the County of Humboldt Investment Pool. For the two completed months of Fiscal Year 2025, California CLASS Investment Pool has had annualized returns of 5.52%.

The District does have the need to continue maintaining an account with the County Investment Pool in order for deposits of annual property tax revenue to be dispersed to the District in the most timely and efficient manner. Staff recommends keeping the proceeds from the prior year's property tax revenue in the County fund, while transferring the remaining funds currently held with the County to California CLASS to receive improved returns.

Out of the total \$4,957,157 of District funds with the County, \$479,583 is property tax proceeds for Fiscal Year 2024, which is recommended to remain in the County Fund Account. The remaining \$4,477,574 is available to transfer to California CLASS Investment Pool.

Fiscal Impact

Based on the prior comparative performance between California CLASS and the County of Humboldt, it is estimated that this will result in \$90,000 in additional investment returns for the remainder of Fiscal Year 2025, and \$120,000 per year in subsequent years.

THIS PAGE INTENTIONALLY BLANK

Humboldt Community Services District

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

AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: September 10, 2024

AGENDA ITEM: F.3

TITLE: Consideration of Reducing the Minimum Bid for Vehicles that have Previously Been Declared Surplus.

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Consider, discuss, and approve reducing the minimum bid for surplus-ed vehicles

Summary:

During the July 9, 2024 Board meeting, the Board approved two District vehicles to be declared surplus and to be sold through the District's publicly sealed bidding process. Those vehicles are Unit 4B, a 2009 Ford F450 Crane Truck, and Unit 17B, a 2001 Ford E350 Sewer Camera Van. At the July 9th board meeting and per staff's recommendation, the Board established minimum bidding requirements of \$30,000 for Unit 4B and \$18,000 for Unit 17B. Bid solicitations were advertised in the local newspaper, on regional Craigslist pages, and on the District's website. Several people inquired about the vehicles, but, ultimately, no bids were received.

At this time, staff is requesting the Board to consider reducing the minimum bidding requirement for both vehicles. Staff recommends a minimum bid of \$20,000 for Unit 4B and \$12,000 for Unit 17B.

Fiscal Impact:

The proposed minimum bid for Unit 4B, the 2009 Ford F450 Crane Truck, will be \$20,000.

The proposed minimum bid for Unit 17B the 2001 Ford E350 Sewer Camera Van, will be \$12,000.

THIS PAGE INTENTIONALLY BLANK