



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

AGENDA

DATE: Tuesday, October 11, 2022

TIME: 5:00 p.m.

LOCATION: *In accordance with Assembly Bill 361 and District Resolution 2022-13, public meetings will be conducted both in person at 5055 Walnut Drive in Eureka, California, and telephonically through Zoom.*

The HCSD Boardroom is open to the public during open session segment(s) of the meeting. If you 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 817 0906 3939 and Passcode 340986. Access may also be achieved via telephone only by dialing 1-669-900-9128.

A. ROLL CALL

Directors Benzonelli, Bongio, Gardiner, Hansen, Matteoli

B. PLEDGE OF ALLEGIANCE

C. CONSENT CALENDAR

1. Approval of October 11, 2022 Agenda Pgs 1-2
2. Approval of Minutes of the Regular Meeting of September 27, 2022 Pgs 3-9
3. Consideration of Resolution No. 2022-15 Making Findings Pursuant to Government Code Section 54953, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings for Another 30 Days Pgs 11-12

D. REPORTS

1. General Manager
 - a) GM Report Pg 13
2. Engineering Department
 - a) September 2022 Status Report Pg 15
3. Superintendent
 - a) September 2022 Construction Operations Report Pg 17

4. Finance Department

- a) September 2022 Check Register

Pgs 19-27

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

1. Consideration of Adopting Resolution 2022-14 Confirming Property Assessments for the 2022/2023 Fiscal Year Freshwater/Mitchell Road Assessment District

Pgs 29-31

H. OLD BUSINESS

1. Consider Change in Current Board Officer Designations

Pgs 33-34

I. ADJOURNMENT

Next Res: 2022-16

Next Ord: 2022-02

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, September 27, 2022, in person and via tele/video conference in accordance with AB 361 and HCSD Resolution 2022-13.

A. CALL TO ORDER AND ROLL CALL

Present upon roll call were Directors Benzonelli, Bongio, Gardiner, Hansen, and Matteoli. Staff in attendance: General Manager Williams (GM), Finance Manager Montag (FM), and Assistant Engineer Adams (AE). District Legal Counsel joined the meeting at 5:17 p.m via ZOOM.

B. PLEDGE OF ALLEGIANCE

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

C. CONSENT CALENDAR

1. Approval of the September 27, 2022 Agenda
2. Approval of Minutes of the Regular Meeting of September 13, 2022

Public Comment: None

DIRECTOR GARDINER MOVED, DIRECTOR MATTEOLI SECONDED, TO ACCEPT AND APPROVE THE SEPTEMBER 27, 2022 CONSENT CALENDAR. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

D. REPORTS

1. General Manager

- a) GM Report

GM reviewed the CDPH COVID masking update affirming the day's community level was low

2. Engineering Department

- a) Water Loss Audit Status Report

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AE reviewed the history and origins of the state mandated program pointing out the District's improvement since implementation wherein the District's score has increased from 65/100 in 2016 to an anticipated 70/100 for 2021.

3. Superintendent

a) July/August 2022 Operations/Maintenance Report

Superintendent reported in addition to standard activities, the department filmed 489 ft. of sewer main line, cleaned 6,586 ft. of sewer main line and 638 ft. of sewer later line, cleaned 12 sewer wet wells and serviced the Flygt sewer pumps at multiple sewer lift stations.

b) August 2022 Construction Operations Report

Superintendent summarized the various water service line leak repairs and fire hydrant repair in addition to continued efforts on various Capital Improvement Projects. The Construction Department also installed 100 ft. of 36-inch culvert piping to enable replacement of the upcoming South Broadway Force Main without disturbing the City of Eureka's recently installed Hikshari Trail extension.

4. Finance Department

a) August 2022 Budgetary Statement

FM advised the Audit Committee is scheduled to review the Fiscal Year 2020/21 Draft Financials and hopes to gain full Board approval at the regular meeting of October 25. With regard to the budget report, FM commented most accounts are progressing as anticipated while pointing out the unusual freight expense incurred due to an urgent sewer pump repair and that purchased water is generally higher during the summer months balancing out during the winter. FM also noted that the electrical and street lighting charges from PGE are significantly higher than projected but he does not expect the additional amount to cause any difficulties for the District.

Discussion continued addressing the unplanned Electrical Power and Street Lighting expenses including possibilities of establishing renewable energy sites at the most energy demanding locations, whether bills would accommodate an aggregate credit for the renewable energy, the need to change RCEA participation to straight PGE service to obtain aggregate billing, and concern about PGE's recent disclosure of transmission line limited availability to Southern Humboldt.

E. PUBLIC PARTICIPATION

J.A. Savage inquired about the current rate study status. GM advised the process has been significantly delayed by the City of Eureka and that HCSD staff are currently reviewing structures with consultants wherein it is anticipated the Prop. 218 processes will occur during November and possibly into December.

Jerry Martien apologized for missing several meetings and that the minutes and comments, as well as knowing Ms. Savage keeps an eye on the Board, leaves him feeling okay about the missed meetings.

Former Director Kevin McKenny offered history on the District provided street lights wherein the majority of the PGE billing is funded from property taxes and apportionment has declined throughout the years based on certain measures voted in which included reduction of taxes to the special districts for street lights. Thus, it is not possible to collect more from District ratepayers for street lighting.

Former Director Dave Saunderson commented that electricity consumption will be reduced once the pumping stations that can be fed into the Martin Slough Interceptor are turned to gravity feed.

G. NEW BUSINESS

1. Consideration of Adopting resolution 2022-14 Acknowledging and Supporting the 6th Annual California Water Professionals Appreciation Week

GM reviewed the report supporting recognition and appreciation of HCSD staff during the first week in October emphasizing the volume of maintenance and repairs performed in the last twelve months as well as responding to unplanned electrical outages and carrying out numerous capital improvement projects.

PUBLIC COMMENT: None

IT WAS THEN MOVED BY DIRECTOR GARDINER, SECONDED BY DIRECTOR MATTEOLI, ACKNOWLEDGING AND SUPPORTING THE SIXTH ANNUAL CALIFORNIA WATER PROFESSIONALS' APPRECIATION WEEK. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

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President Bongio then announced recusal from chairing the meeting for the next two items and turned the meeting over to Vice-President Benzonelli.

2. Consider Changes in Current Board Officer Designations

As the matter was requested by Director Hansen, GM deferred to Director Hansen for summary presentation. Director Hansen stated the Board's duty is to condemn the unprofessional behavior exhibited by Director Bongio while he was performing his duties as Chair for a Planning Commission meeting or the HCSD Board will look like they are condoning it. Director Hansen then asked if he could make a motion, or do comments come first prompting Director Benzonelli to inquire if Director or Public Comment should come first wherein GM advised the typical process is discussion, public comment, call for motion, additional discussion if needed and then the chair calls for the vote.

Director Hansen commented that he had nothing further to add to his prior remarks.

Acting President Benzonelli then commented that she felt it important that the Board uphold the values of the organization and ratepayers by acknowledging wrong doing and the HCSD Board should follow suit with the Board of Supervisors action.

Director Gardiner reviewed the life-time history and commitment to service that Director Bongio has provided the HCSD community and Humboldt County at large.

Director Matteoli commented that he has been unable to identify media association of the District with the Planning Commission story, although that is the reason cited by Director Hansen for bringing the item forward. Director Matteoli also indicated that he has not witnessed inappropriate behavior by Director Bongio during his leadership of the HCSD Board. Director Matteoli concluded by adding he is not in favor of removing Director Bongio as President/Chair and he would like the Board to move forward making certain customers have safe drinking water and an operating sewer system.

PUBLIC COMMENT:

Former Director and Ratepayer Dave Saunderson asked when the current appointment rotation period ends wherein the Board Secretary advised new appointments will be made at the first meeting in December following seating of the newly elected Board in November. Mr. Saunderson suggested as only two months remain, the Board could better use the time to address District issues such as providing water, collecting sewer, and street lighting as that is all it is

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authorized to oversee rather than political matters and urged the Board to vote against changing appointments at this time.

Rob McBeth agreed with comments that politics should not be part of the discussion adding that Director Bongio had been reprimanded heavily by the Board of Supervisors and does not know of a reason for continuing the discussion other than personal feelings and suggested the Board move forward by seeking the natural path in December.

Ratepayer Jerry Martien stated Director Bongio should have the decency to step down as President of the HCSD Board.

Former Director Kevin McKenny clarified certain claims presented as facts by Mr. Martien then emphasized HCSD's only purpose is to facilitate and help the people working for the District in order to maintain quality water distribution, sewer collection, and streetlighting. Mr. McKenny continued by summarizing the 20 years of Service Director Bongio has brought to the District by helping facilitate the numerous system improvements to ensure reliable systems today.

Ratepayer Julie Ryan commented that diversity, equity, and inclusion is an important issue to make the community welcoming for everyone and not just a political issue.

Rate Payer Jack Rieke expressed his support for Director Bongio adding he is a great asset to the community.

Director Bongio commented that he is in agreement to support the values of the District emphasizing that to his personal knowledge and experience with the HCSD Board, the HCSD Board does not involve itself in political matters.

Director Hansen expressed his appreciation for what Director Bongio has done for the District throughout the years adding that the matter is not about politics but common decency and treating people right, and when we fail leadership is called into question.

Director Hansen then MOVED THAT DIRECTOR BENZONELLI TAKE ON THE PRESIDENT ROLE AND DIRECTOR MATTEOLI BE APPOINTED AS VICE-PRESIDENT.

Director Benzonelli seconded the motion, then questioned whether she was allowed to do so wherein GM indicated no. Director Gardiner clarified the point of order that because Director Benzonelli is serving as Chair, she cannot second the motion. GM added that Director Benzonelli can ask for a second on the

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motion, or ask for a different motion, and if there is a motion that can be seconded, then it can be voted upon.

HEARING NO SECOND, THE MOTION FAILED TO MOVE FORWARD TO VOTE.

District Legal Counsel Plotz left the meeting at 5:50 p.m.

3. Consider Development of a Diversity Equity Inclusion Training Program (DEITP) for All District Staff and Board Members

GM summarized Director Hansen’s request for consideration of training for District staff and Board advising if directed to do so that staff will research various options for presentation at a future meeting for consideration.

Director Hansen commented that it is not a political request but something necessary to improve people and recognizing bias that influences daily decisions. There is also a financial element to DEITP wherein Districts are sued and loose because of actions of people who work for them – awareness can minimize those losses.

Director Bongio agreed with the benefits of DEITP advising he has recently taken a course and supports the concept.

Director Gardiner commented that the Board is already required to take mandatory training that includes diversity and equity and asked if staff has similar training. GM confirmed annual equity training and additional training for anti-harassment implemented through interactive webinars provided by the ACWA/JPIA.

Director Benzonelli advised she has taken the trainings as well and has learned a lot. Everyone has room for improvement and we should be looking at what can be done to make it better.

PUBLIC COMMENT:

Rob McBeth offered that if intent can be a main offender, then Director Hansen saying “if you do not want to do the right thing” is a bit belittling.

Ratepayer Julie Ryan suggested that Humboldt Area Foundation offers DEITP and that it is a political decision not to acknowledge bias. Professional training is much more valuable than webinars.

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Former Director Kevin McKenny emphasized that the ACWA/JPIA spent a lot of time and effort putting together their various training programs. A look into other programs can be worthwhile, but ACWA/JPIA's programs are top quality, and they do a great job.

Board discussion continued resulting in consensus of direction to the GM to investigate various DEITP with a report back to the Board for selection and further direction.

Director Benzonelli turned the meeting back over to Director Bongio.

I. ADJOURNMENT

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

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

THE BOARD ADJOURNED ITS REGULAR MEETING OF SEPTEMBER 27, 2022 AT 6:08 P.M.

Submitted, Board Secretary

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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: October 11, 2022

AGENDA ITEM: C.3 (Consent Calendar)

TITLE: Consideration of Resolution 2022-15 Making Findings Pursuant to Government Code Section 54953, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings

Recommendation:

Adopt Resolution 2022-15 by title only under Consent Calendar roll-call vote.

Summary:

The Governor's Executive Order N-08-21 provided modification to the Brown Act authorizing public teleconference meetings during the COVID-19 Emergency without the requirement of personal appearance. On September 16, 2021, Governor Newsom signed Assembly Bills (AB) 339 and 361 into law which was followed by Executive Order N-15-21 on September 20, 2021 stipulating the sunset of Executive Order N-08-21 as of September 30, 2021.

As presented at the October 12, 2021 regular meeting, and subsequently at each first meeting of the month, provisions of AB 361 officially modify the Brown Act to enable public agencies to move immediately to relaxed teleconference meetings under a declared state of emergency. Each month the March 20, 2020 state of emergency remains in effect, the Board is required to pass a resolution every thirty (30) days until lifted, affirming the following:

1. The Board has considered the circumstances of the state of emergency
2. Any of the following circumstances exist:
 - a. The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - b. State or local officials continue to impose or recommend measures to promote social distancing.

Resolution 2022-15 before you, affirms the foregoing conditions allowing the District to proceed with virtual meetings for the next thirty (30) days while the current state of emergency remains in effect and/or the County's recommendations for social distancing remain in effect. Although many restrictions have been lifted, to date there is no estimate as to when the state of emergency will be rescinded.

Fiscal Impact: None

RESOLUTION NO. 2022-15

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HUMBOLDT COMMUNITY SERVICES DISTRICT MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953, AS AMENDED BY ASSEMBLY BILL 361, AND AUTHORIZING THE CONTINUED USE OF VIRTUAL MEETINGS

WHEREAS, as a result of the COVID-19 pandemic, the Governor issued Executive Order Nos. N-08-21, N-25-20 and N-29-20, which suspended certain provisions of the Ralph M. Brown Act to allow legislative bodies to conduct public meetings without strict compliance with the teleconferencing provisions of the Brown Act;

WHEREAS, Assembly Bill 361, which was signed into law on September 20, 2021, amended Government Code section 54953, to provide relief from the teleconferencing provisions of the Brown Act under certain circumstances provided the legislative body makes certain findings;

WHEREAS, as a result of the COVID-19 pandemic, the Governor proclaimed a state of emergency on March 4, 2020, in accordance with the section 8625 of the California Emergency Services Act, and the state of emergency remains in effect;

WHEREAS, as a result of the COVID-19 pandemic, the Humboldt County Health Officer has imposed and has recommended measures to promote social distancing as more particularly set forth in his August 6, 2021, Order, among other prior orders and guidance;

NOW, THEREFORE, the Board of Directors does hereby find and resolve as follows:

1. That the Board has reconsidered the circumstances of the previously declared and existing state of emergency arising from the COVID-19 pandemic;
2. That the state of emergency continues to directly impact the ability of the members of the Board to meet safely in person, and further that local officials continue to impose or recommend measures to promote social distancing;
3. That the Board may continue to conduct public meetings in accordance with Government Code section 54953(e);
4. That the Board will reconsider the above findings within 30-days of this Resolution.

PASSED AND ADOPTED on the 11th day of October 2022 by the following vote:

AYES:
NAYS:
ABSENT:
ABSTAIN:

ATTEST:

Alan Bongio, Board President

Attest: Brenda K. Franklin
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: October 7, 2022

SUBJECT: General Manager Report for October 11, 2022 Board Meeting

SCADA

I am writing this report from a hotel room just north of San Francisco Bay. I am here attending an intensive training to update my software skills and knowledge ahead of the implementation of the District's new SCADA system. This training is typically offered twice per year, spring and fall. Last fall when I tried to sign up to attend, the training had already filled up and I was promised a spot in the spring. When they scheduled the training for the spring, the dates conflicted with my appointment to sit for the National Exam for Professional Engineers (which I passed by the way). So, I have been waiting over a year to participate in this training. I am learning so much and I have documentation to bring home with me. I will be able to use this material to train other staff so that District staff will be able to maintain, upgrade and expand our system in perpetuity. There is a follow up class that I will be attending at the end of this month and a master class that will be scheduled in the spring. The staggered schedule of the upcoming classes will allow me to hone my skills at home and develop the skills of other District staff, then bring questions to the trainings and develop strength in any areas where I am weak.

Rate Study

The District's rate study is being developed by a consultant; NBS. The consultant is also working on the City of Eureka's rate study. Because the District's rates are directly dependent upon the rates set by the City, the District's rate study is also dependent on the City's rate study. The consultant has been unable to make progress on the District's study citing issues with the City's study. On October 5, 2022, the consultant had a meeting with City staff who were able to make some critical decisions regarding their rate study. The consultant has informed District staff that they will be able to move forward with development of a draft informational presentation for the Board of Directors that will be presented at a meeting in the near future. If the Board agrees with the content of the presentation, then we will be able to begin scheduling (and advertising) the Prop. 218 public workshops and hearings. If a majority of the Board request significant changes to the rate structure, rate setting or other recommendations, the consultant will make revisions and present another draft to the Board at a future date.

Diversity Equity and Inclusion (DEI)

District staff have reached out to several vendors regarding DEI training including ACWA/JPIA, CPS HR Consulting, Group to Team (who call themselves Leading to Team now) and Humboldt Area Foundation. There are several options available from these vendors and all indicated that they would put together proposals for our consideration. I will be presenting their proposals and summarizing my recommendations at a future meeting.

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Humboldt Community Services District

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Engineering Memorandum

TO: Board of Directors
FROM: Benjamin Adams, Assistant Engineer
DATE: October 7, 2022
SUBJECT: Engineering Dept. Status Report for October 11, 2022 Board Meeting

Hemlock Sewer Reversal

The remainder of the sewer main was recently inspected and appears to be in good shape. There are no obvious sections of deformation, mis-alignment, or adverse slope within this section of sewer main.

Engineering staff are generating a bid package for the Hemlock Sewer Reversal project. This project will require installation of new gravity sewer mainline, manholes, and relining a portion of the upper existing pipeline in order to convert the existing 3,500-foot long pressure sewer line to a gravity sewer main. The project is scheduled to construct next summer.

18th Street Steel Main Replacement

Engineering Staff have begun planning the 18th street SMR project in Myrtle town. This project will replace approximately 800 feet of steel water main, with C900 water main. The project will also be replacing the fire hydrants within the work area with new wet barrel hydrants.

Metallic (steel, ductile iron, cast iron) water mains are typically constructed by connecting 20-foot sections of metallic pipe with rubber gasketed bell and spigot joints. This creates an electrically discontinuous pipeline which is highly susceptible to corrosion. To combat the inevitable corrosion, sacrificial anodes are attached to the pipe sections. Anodes provide the corrosion process with preferential material, instead of the metallic pipeline sections. Unfortunately, anodes are installed with a finite amount of material and, when depleted, corrosion transitions to the metallic water main causing pipe deterioration and leaks. Replacing steel water mains with plastic pipe will help reduce real water losses within the Districts Distribution system.

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Humboldt Community Services District

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

BOARD MEMORANDUM

To: H.C.S.D. Board of Directors
From: Tim Latham, District Superintendent
Date: October 5, 2022
Subject: September 2022 Construction Operations Report

General business for the month of September included water service line leak repairs on Spruce Street, Oak Street and at the intersection of Britney Court and Walnut Drive, replacement of a water service line due to a leak on Edgewood Road, water main line leak repairs on Brier Lane, Gayhanna Lane and Pigeon Point Road, installing a new 2" water service on Beechwood Drive, replacing a fire hydrant at the intersection of Bret Harte Lane and Kipling Drive due to a vehicle accident, replacing a broken water meter stop on Excelsior Road, replacing a pressure reducing valve (PRV) on Minette Lane and raising a sewer cleanout to grade on Yale Circle.

Other business included performing vehicle and equipment maintenance, water meter reading, customer service orders, hauling dirt to fill sites and cross training with the Operations/Maintenance Department as time allows.

Capital Improvement Project (CIP) business included continued construction on the District Front Office Rehabilitation Project and Construction on the Tower Road Steel Water Main Line Replacement Project.

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Accounts Payable

Checks by Date - Detail by Check Date

User: FM
 Printed: 10/5/2022 10:47 AM

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
55608	A072 6097	Accurate Drug Testing Services DOT Pre-Employment/BB	09/09/2022	30.00
Total for Check Number 55608:				30.00
55609	A160 692406 692406 692406 692406 692406 692406 692406 692406 692406 692406 692406	ACWA-JPIA kVision Plan - Retired Members aMedical Plan - Employees cVision Plan - Employees dLife/AD&D Plan - Employees eMedical Plan - Board Members fDental Plan - Board Members gVision Plan - Board Members hLife/AD&D Plan -Board Members jDental Plan - Retired Members iMedical Plan -Retired Members bDental Plan - Employees	09/09/2022	343.86 55,181.11 312.60 413.52 12,562.52 448.76 78.15 30.61 1,192.00 20,154.97 1,722.64
Total for Check Number 55609:				92,440.74
55610	A360 588160	AFLAC Supplemental Health Premium - August	09/09/2022	177.58
Total for Check Number 55610:				177.58
55611	A410 H22-2217	AGB Seismic valve testing and inspection	09/09/2022	1,770.00
Total for Check Number 55611:				1,770.00
55612	C170 08312022 2280-1026182	Campton Electric Supply Discount Earned - August 10 mm Alum din rail/8" Adj wrench	09/09/2022	-1.22 66.64
Total for Check Number 55612:				65.42
55613	C410 August 2022 August 2022	City of Eureka: SW General 79% Humboldt Hill 21%	09/09/2022	106,439.07 28,293.93
Total for Check Number 55613:				134,733.00
55614	C730 Y7-4653	Cummins Pacific LLC Heater-Eng Coolant	09/09/2022	600.65
Total for Check Number 55614:				600.65
55615	D200 INV 733163 INV 740658	Day Management Corp. Labor/PM on repeater and new antenna Yagi antenna GWAVE 440-480 MHz 5/PM on re	09/09/2022	450.00 582.93

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 55615:	1,032.93
55616	E485	Cooney Parris and Rieke Corp	09/09/2022	
	08312022	Discount Earned - August		-8.27
	08312022	Discount Earned - August Office siding,window:		-16.19
	08312022	Discount Earned - August Sequoia SLS Upgrd/F		-2.12
	123430/3	Super glue qck fix		3.22
	123471/3	Adaptr sl2 mpt/Union pvc 20" fipt/PVC union sl		51.87
	123552/3	Hardware screws		2.53
	123938/3	Unit #1/utility knife/Hardware screws		17.86
	123983/3	Trim kit 3pc Dasco pro/Claw bar 10"		48.46
	123996/3	Tee galv/Hex bushings/Pipe jt compd/Nipple gal		72.77
	124001/3	Blade disp util knife/Utility knife		29.06
	124022/3	Hardware screws		9.05
	124189/3	Hose clamp/Discharge hs 5/8"		21.26
	124198/3	Rule alum 48"/Yardstick 36"		17.65
	124205/3	Chalk powder orange, blue, red/Tape measure 3C		27.69
	124483/3	Kilz 2 primer gal/Brush ang 3/Roller fram lin/Rc		105.28
	124505/3	Countersink #8 irwin/2x4x10 df pt		33.58
	124982/3	Framing sq alum/Star ss outdoor 10x3 1/2		60.32
	124984/3	Framing sq alum/Star ss outdoor 10x3 1/2"		16.16
	125042/3	Marking paint sb fl orng		21.53
	125051/3	Snips combo ptrn		24.77
	125278/3	Brush 3pc/Painters tape/Ext flt blk qt		35.42
			Total for Check Number 55616:	571.90
55617	E558	NAPA Auto Parts of Eureka	09/09/2022	
	291367	16-14Ga Spade		7.01
	296380	Oil filter 57/Oil filter		91.69
	296382	Pocket pen light		14.74
			Total for Check Number 55617:	113.44
55618	E890	Express Employment Professionals	09/09/2022	
	27719447	Temporary Personnel - Finance		985.19
			Total for Check Number 55618:	985.19
55619	H010	Keenan Supply	09/09/2022	
	08312022	Discount Earned - August Hubbard 3rd Pump		-60.72
	08312022	Discount Earned - August		-77.30
	S012542481.001	Pipe fittings/Red tee/Flng 90 elbow/Flng tee/Sp		3,266.98
	S012608853.001	GPK SDR35 sw wye saddle w straps		638.60
	S012623218.002	Romac SS1 section rpr clamp		536.27
	S012625785.001	Wilkins Dbl union wtr press red valves		2,583.17
	S012647347.001	4x3 Imp glav mi hex bush		18.36
	S012661877.001	Yard Stock/Krausz 8" Hymax 2 flip 260 psi		387.34
	S012663251.001	Pipe lube/1Qt		62.64
			Total for Check Number 55619:	7,355.34
55620	H045	Harper and Associates Engineering Inc.	09/09/2022	
	ENG-7696	Diving inspection and engineering services for tf		9,500.00
	ENG-7795	Diving inspection and engineering services for tf		425.00
	ENG-7859	Diving inspection and engineering services for tf		12,800.00
			Total for Check Number 55620:	22,725.00
55621	H410	Humboldt Bay Municipal Water D	09/09/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	20132000	Water Purchased - August		89,246.03
Total for Check Number 55621:				89,246.03
55622	J800 146706	Johnson's Mobile Rentals LLC Rental fencing for the Ridgewood Tank Rehabili	09/09/2022	252.78
Total for Check Number 55622:				252.78
55623	M230 M233714 M233715	Mendes Supply Co PSCQcarbacticide 30gal/Drum Deposit (2) PSCQcarbacticide 30gal/Drum Deposit (2)	09/09/2022	409.76 411.36
Total for Check Number 55623:				821.12
55624	M450 517512006 517554490 517596482 517640998 517685449	Mission Linen Uniforms/Mats Uniforms/Mats Uniforms/Mats Uniforms/Mats Uniforms/Mats	09/09/2022	403.93 239.68 406.64 240.36 405.29
Total for Check Number 55624:				1,695.90
55625	M780 0172699-IN	Municipal Maintenance Equipmen (3) flanged reducers for the Vac-cons	09/09/2022	1,087.95
Total for Check Number 55625:				1,087.95
55626	N570 166242	North Coast Labs Ltd 2022 Lead/Copper Testing Program Analysis	09/09/2022	125.00
Total for Check Number 55626:				125.00
55627	P006 027932075	PACE Supply Corp. 14" fittings for the CoE Estuary Enhancement Pr	09/09/2022	2,776.36
Total for Check Number 55627:				2,776.36
55628	P430 053766 053821 054301 054524 054776 055236 055266 055442 055460 056982 059135 059326 059823 059826 059856 060107 08312022 08312022 55892	Pierson Building Center 90 deg elbow/2" Adptrs/Teflon tape/Self lubr t Cable connector/Connector clamp-ons PVC 90 deg elbow/Couplings/Adptr/Bushings Rubber flat strap bungee/Polybrd utility rope/SAI Tools and material for the District Office Rehabi Truflate T-coupler 13-135/Klein 12" Strap wrench Material for the District Office Rehabilitation Pr Unit #1/Clamp nylan blk/Switch feed thru browr Mak 18v mult tool bare/Norske sc BM/Wd flu Roundup super concentrate gal/Fiskars 28" bypa 2x4x10 std btr df S4S Cutter yard bug control Attic louver Building material for the Office Rehabilitation P 1-1/2x10 Z Metal Credit Return/1-1/2x10 Z Metal Discount Earned - August Discount Earned - August Job 17-1203 Credit/left behind	09/09/2022	46.34 12.05 56.09 73.80 495.14 39.85 389.98 15.71 178.51 166.05 41.48 27.29 37.13 25.12 48.03 -48.03 -30.57 -13.73 -37.12
Total for Check Number 55628:				1,523.12

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
55629	P557	Rexel USA Inc.	09/09/2022	
	3E18412	(3) 100 amp fuses for the Sequoia SLS Rehab Pr		184.24
	3E24304	(3) 100 amp fuses for the Sequoia SLS Rehab Pr		184.24
	3E52892	LFU 300V Class T/LFU 600V		597.12
	3E74867	Credit/Return Inv 3E52892		-595.12
Total for Check Number 55629:				370.48
55630	S490	SHN Consulting Engineers	09/09/2022	
	114121	Elk River Water Main Break		438.75
Total for Check Number 55630:				438.75
55631	U330	United Rentals, Northwest Inc	09/09/2022	
	207765961-002	Four month rental of (2) 21,000 gallon baker tan		3,338.60
Total for Check Number 55631:				3,338.60
55632	U410	United Way of Humboldt	09/09/2022	
		PR Batch 00001.09.2022 UNITED WAY	PR Batch 00001.09.2022 UNI	1.67
		PR Batch 00001.09.2022 UNITED WAY	PR Batch 00001.09.2022 UNI	0.46
		PR Batch 00001.09.2022 UNITED WAY	PR Batch 00001.09.2022 UNI	1.87
Total for Check Number 55632:				4.00
55633	V700	Valley Pacific Petroleum Services Inc	09/09/2022	
	INV 22-577555	Fuel		4,280.82
Total for Check Number 55633:				4,280.82
55634	W208	Watt's Cleaning Services	09/09/2022	
	1041	Cleaning services for August 2022		950.00
Total for Check Number 55634:				950.00
55635	UB*02030	LARRY CUPERNELL	09/09/2022	
		Refund Check		124.91
Total for Check Number 55635:				124.91
55636	UB*02028	DUANE HEBER	09/09/2022	
		Refund Check		551.76
Total for Check Number 55636:				551.76
55637	UB*02033	KAYLA/NATASHA IRVING/PETERSON	09/09/2022	
		Refund Check		35.53
		Refund Check		54.53
Total for Check Number 55637:				90.06
55638	UB*02037	WILLIAM MC FARLAND EXEMPTION	09/09/2022	
		Refund Check		8.95
		Refund Check		67.99
		Refund Check		21.47
		Refund Check		36.87
Total for Check Number 55638:				135.28
55639	UB*02034	KAIJA/MICHAEL MOORE-PHILLIPS/LI	09/09/2022	
		Refund Check		33.34
		Refund Check		18.97

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		Refund Check		75.79
		Refund Check		17.58
		Refund Check		54.32
			Total for Check Number 55639:	200.00
55640	UB*02029	RICK NYLANDER	09/09/2022	
		Refund Check		44.95
		Refund Check		10.20
		Refund Check		8.96
		Refund Check		3.15
		Refund Check		17.52
			Total for Check Number 55640:	84.78
55641	UB*02036	EUGENE SCHAEFER	09/09/2022	
		Refund Check		15.98
		Refund Check		11.11
		Refund Check		94.81
		Refund Check		50.65
		Refund Check		27.45
			Total for Check Number 55641:	200.00
55642	UB*02031	WAYNE TOMASINI	09/09/2022	
		Refund Check		12.64
		Refund Check		100.84
		Refund Check		31.83
		Refund Check		54.69
			Total for Check Number 55642:	200.00
55643	UB*02035	DANIELLE VICKMAN	09/09/2022	
		Refund Check		69.34
		Refund Check		17.38
		Refund Check		41.62
		Refund Check		49.72
		Refund Check		21.94
			Total for Check Number 55643:	200.00
55644	UB*02032	DONNA WALTON	09/09/2022	
		Refund Check		62.78
		Refund Check		21.94
		Refund Check		27.71
		Refund Check		87.57
			Total for Check Number 55644:	200.00
			Total for 9/9/2022:	371,498.89
55645	A170	Benjamin Adams	09/22/2022	
	0901-022022	Prometric Fee (testing center)/PCECSS Exam		68.39
	0901-022022	Meals/PCECSS Exam		28.00
	0901-022022	Lodging/PCECSS Exam		113.00
	0901-022022	Automobile Use/PCECSS Exam		270.63
	0901-022022	Exam fee/PCECSS Exam		175.00
			Total for Check Number 55645:	655.02

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
55646	C036	Corporate Payment Systems	09/22/2022	
	241374622293006	TW/USPS Priority Mail/Downey Brand LLC		9.65
	241640722371050	TW/Staples: Netgear 8PRT Switch		60.08
	242042922210104	WP/Clark/Vactor #45109 high pressure sprayer/\		233.57
	242753022300847	TW/CalRural Water: CSRI Recruitment Ad		50.00
	244273322217402	TL/Murphy's Market/Ice		9.88
	244273322447402	DT/Murphy's Market/Ziploc freezer bag qt		17.22
	244309922274008	TL/Microsoft		88.00
	244310622290833	MM/Face Shields		34.46
	244921622290000	TW/Lost Coast Outpost: CSRI Recruitment Ad		200.00
	246921622301000	TW/Craigs List: CSRI Recruitment Ad 8/18-9/1		20.00
	248019722217623	WP/FleetPride/Lg rectangular lamp/Pocket dual		111.19
	249064122301542	TL/DRI Crash Plan		29.97
		Total for Check Number 55646:		864.02
55647	C180	Canon Solutions America Inc.	09/22/2022	
	6001659155	UseTaxRecoveryFee/OfficeCopier		5.63
	6001659155	Office/Color Copies WXD03492-07.31.22-08.30		130.50
	6001659155	Office/Black Copies WXD03492-07.31.22-08.30		14.81
		Total for Check Number 55647:		150.94
55648	C430 08312022	City of Eureka: WA Water Purchased - August	09/22/2022	
				75,299.00
		Total for Check Number 55648:		75,299.00
55649	C495 53162	Colantuono, Highsmith, Whatley, PC Legal Services: Special Counsel	09/22/2022	
				2,157.50
		Total for Check Number 55649:		2,157.50
55650	E890 27778262	Express Employment Professionals Temporary Personnel - Finance	09/22/2022	
				591.31
		Total for Check Number 55650:		591.31
55651	G090	Galco Industrial Electronics Inc	09/22/2022	
	AM6679101	CR123c303B GEGP Heater/RR2Relay/Blackbe		250.38
	AM6679102	CR123c303B GEGP Heater/Blackberry sls rehat		45.57
	AM6679103	CR123c955A and CR123c303B GESV Heater/B		91.14
	AM6679104	CR123c955A GESV Heater/Blackberry sls rehat		91.14
	AM6679105	On Delay Timer 120vac/dc/Blackberry sls rehab		287.22
		Total for Check Number 55651:		765.45
55652	G150	Gaynor Telesystems Inc.	09/22/2022	
	000041384	Software Assurance 10.26.22-10.25.23		310.00
	000041384	Support Plan Billing 10.26.22-10.25.23		1,353.29
		Total for Check Number 55652:		1,663.29
55653	H230	Hercules Industries Inc	09/22/2022	
	117973	Locks/1800A 1 5/8"		718.22
	117973	Locks/1800B 7/8"		636.93
		Total for Check Number 55653:		1,355.15
55654	H690 468606	Humboldt Fasteners and Tools GS-900 Brushes CB-440	09/22/2022	
				9.77

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 55654:	9.77
55655	H810	Humboldt Waste Management Auth	09/22/2022	
	441345	Solid Waste		13.09
	443031	Solid waste		58.90
	443648	Solid Waste		31.09
	447556	Solid Waste		8.00
			Total for Check Number 55655:	111.08
55656	I525	Infosend	09/22/2022	
	219780	UB/Process and Mail/Bills - August		4,288.20
			Total for Check Number 55656:	4,288.20
55657	M560	The Mitchell Law Firm LLP	09/22/2022	
	50888	Legal Services - August 2022		816.00
			Total for Check Number 55657:	816.00
55658	N570	North Coast Labs Ltd	09/22/2022	
	166457	2022 Lead/Copper Testing Program Analysis		245.00
			Total for Check Number 55658:	245.00
55659	O800	Owsley Electric	09/22/2022	
	9395	125A breaker change out		570.00
			Total for Check Number 55659:	570.00
55660	P130	Pacific Gas and Electric-St	09/22/2022	
	10032022	Street Lighting - April-August correction by PG&		12,350.86
			Total for Check Number 55660:	12,350.86
55661	P190	Pacific Paper Co	09/22/2022	
	187360	Plastic pencil cup island/Uniball rollerball pens .		32.51
	187724	View Binders/1 1/2"/1"		106.96
	187886	House copy paper 8.5x11		249.05
			Total for Check Number 55661:	388.52
55662	P550	Pitney Bowes Inc	09/22/2022	
	1021485794	Qtrly Rent Base C Series		105.22
	1021485794	Qtrly Rent Base C Series		20.05
			Total for Check Number 55662:	125.27
55663	R250	Recology Humboldt County	09/22/2022	
	29121860	Garbage Service - August		511.75
			Total for Check Number 55663:	511.75
55664	R265	Reddaway	09/22/2022	
	FB#742-208296-0	Ship sewer pump to Xylem Flygt		1,124.12
			Total for Check Number 55664:	1,124.12
55665	S145	Schmidbauer Building Supply	09/22/2022	
	271587	2"x1-1/4"1/2"x10' Z Metal 29Ga		30.38

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 55665:	30.38
55666	U410	United Way of Humboldt	09/22/2022	
		PR Batch 00002.09.2022 UNITED WAY	PR Batch 00002.09.2022 UNI	2.32
		PR Batch 00002.09.2022 UNITED WAY	PR Batch 00002.09.2022 UNI	0.18
		PR Batch 00002.09.2022 UNITED WAY	PR Batch 00002.09.2022 UNI	1.50
			Total for Check Number 55666:	4.00
55667	U730 083681 097992	USA Bluebook Emergency Bypass Sewer Pump fittings/3" and 4 (1) 5000 gallon tank and (1) 1000 gallon tank for	09/22/2022	
				563.00
				81,345.80
			Total for Check Number 55667:	81,908.80
			Total for 9/22/2022:	185,985.43
55668	C410 INV03573	City of Eureka: SW COE WWTP CIPs FY 22	09/30/2022	
				285,726.00
			Total for Check Number 55668:	285,726.00
55669	C450 INV03575	City of Eureka: Water Test Microbiological Testing - Aug 2022	09/30/2022	
				510.00
			Total for Check Number 55669:	510.00
55670	D985 577381	Downey Brand Special Legal Counsel Services	09/30/2022	
				4,122.50
			Total for Check Number 55670:	4,122.50
55671	E890 27792626	Express Employment Professionals Temporary Personnel - Finance	09/30/2022	
				983.95
			Total for Check Number 55671:	983.95
55672	F010 91501789 RI 91501821 RI	Farmer Brothers Co Col DC Col DC	09/30/2022	
				119.72
				94.72
			Total for Check Number 55672:	214.44
55673	F049 CAEUR123373 CAEUR123373 CAEUR123569 CAEUR123569 CAEUR123676 CAEUR123676	Fastenal Company Flex guard gloves/40-Grit flap disc/Powerlock ta AAA Btry/AA Btry Safety glasses/14 TPI reciprocating saw blades/C XL Orng nitrile disp gloves/Insect repellent Safety glasses/Duct tape 9V Alk Battery/XL Orange disp gloves	09/30/2022	
				90.65
				3.52
				91.74
				247.39
				55.44
				107.52
			Total for Check Number 55673:	596.26
55674	F050 CAEUR123474 CAEUR123647 CAEUR123669 CAEUR123673	Fastenal Industrial Fold toilet seat cover/Wht softpull PT/60 Gal CC 12" valve for COE Vista tie- in Rain Gear/BB Lg Metal push broom brace/24" Push broom/60"	09/30/2022	
				184.10
				2,880.15
				294.29
				41.13

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 55674:	3,399.67
55675	H260 66798	Hilfiker Pipe Company 4" pipe and fittings for the Tower Lane SMR Pro	09/30/2022	277.65
			Total for Check Number 55675:	277.65
55676	N030 202209-1752	NBS Professional Services/Rate Study	09/30/2022	720.00
			Total for Check Number 55676:	720.00
55677	P010 10062022 10062022 10062022 10062022 10062022 10062022 10062022	Pacific Gas and Electric-GN eKS/HH Sewer System cFW/MR Water System gSpark energy Gas/LP Gas Chgs bHH Water System aWA Pump & District/Cummings fOffice/Yard dGeneral Sewer System	09/30/2022	1,296.88 1,036.66 88.43 12,491.49 8,198.76 6,306.47 4,045.91
			Total for Check Number 55677:	33,464.60
55678	P130 10102022 10102022	Pacific Gas and Electric-St Street Lighting - September Street Lighting - April-August correction by PG&E	09/30/2022	5,921.83 1,606.34
			Total for Check Number 55678:	7,528.17
55679	S490 114411	SHN Consulting Engineers Elk River Water Main Break	09/30/2022	2,157.50
			Total for Check Number 55679:	2,157.50
55680	S750 10012022	Standard Insurance Company Short&Long Term Empl Disabilit	09/30/2022	1,578.78
			Total for Check Number 55680:	1,578.78
55681	S850 10162022+10	Optimum Internet/09.24.22-10.23.22	09/30/2022	528.13
			Total for Check Number 55681:	528.13
55682	V500 9916393440	Verizon Wireless Cellular Service - September	09/30/2022	385.60
			Total for Check Number 55682:	385.60
			Total for 9/30/2022:	342,193.25
			Report Total (75 checks):	899,677.57

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Humboldt Community Services District

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

AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: October 11, 2022

AGENDA ITEM: G.1

TITLE: Resolution 2022-16 Confirming Freshwater/Mitchell Rd. Assessments for the 2022-23 Fiscal Year.

PRESENTED BY: Michael Montag, Finance Manager

Recommendation:

Motion to adopt Resolution 2022-16, by title only, Confirming the Freshwater/Mitchell Road assessments for the 2022-23 Fiscal Year.

Summary:

Every year the District submits a list of all the special assessments to be included on the tax rolls to the County. The County requests the District pass a resolution authorizing the annual assessment.

The attached resolution references two previous resolutions passed in 1992 that are instrumental in establishing the original assessment. Also included with the resolution is the list of each parcel and the assessment amount due for the 2022-2023 fiscal year. The assessed amounts included in the attached list incorporate all known changes since the inception of the assessment in 1992. These changes include events such as early payoff of the assessment by a property owner, merger of parcels into a single parcel or subdivision of parcel into new parcels.

This assessment represents the final assessment for the Freshwater/Mitchel Road area. The assessments over time have funded the payments on the associated bond as originally intended.

Fiscal Impact:

Allows the District to collect \$4,197.21 through property assessments. Funds will be used to make the 2022-23 payments on the related Safe Drinking Water Bond.

HCSD RESOLUTION NO. 2022-16

**A RESOLUTION OF THE
HUMBOLDT COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
CONFIRMING PROPERTY ASSESSMENTS FOR THE
2022/2023 FISCAL YEAR FRESHWATER/MITCHELL ROAD
ASSESSMENT DISTRICT**

WHEREAS, on March 31, 1992 this Board adopted Resolution No. 92-6, “A Resolution of Intention to Make Acquisitions and Improvements”, and in it directed the Engineer of Work to make and file a report in writing in accordance with and pursuant to the Municipal Improvement Act of 1913; and

WHEREAS, on May 12, 1992, this Board adopted Resolution No. 92-11, “A Resolution Adopting Engineer’s Report, Confirming the Assessment, Ordering the Work and Acquisitions and Directing Actions with Respect Thereto”, which set forth the amounts to be assessed to each parcel;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the 30 year amortization schedule as adjusted for assessment payoffs, parcel mergers, splits and lot line adjustments, the assessments for the 2022/2023 fiscal year are as stated in Attachment 1.

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT the assessments stated in Attachment 1 be included on the 2022/2023 fiscal year tax rolls and shall be collected by the Tax Collector of Humboldt County under account code 55900.

PASSED, APPROVED, and ADOPTED this 11th day October 2022 upon the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Alan Bongio, Board President

ATTEST:

Brenda K. Franklin, Board Secretary

ATTACHMENT 1
Parcel Number and Assessment Amount
Fiscal Year 2022 - 2023

<u>Parcel #</u>	<u>Amount</u>
403-111-048	29.67
405-251-028	100.91
402-251-048	162.86
403-101-076	309.52
402-251-049	330.72
405-161-014	382.92
303-161-018	494.84
403-101-078	538.59
403-111-047	563.00
405-251-026	572.05
303-161-019	712.13
	4,197.21

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Humboldt Community Services District

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AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: October 11, 2022

AGENDA ITEM: H.1 (Old Business)

TITLE: Consider Change in Current Board Officer Designations

REQUESTED BY: Director Hansen

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Discuss and consider making a change to current Board Officer Designations.

Summary:

This item was considered at the September 27, 2022 Board meeting. During the discussion of the item, a motion was made by Director Michael Hansen to install Director Heidi Benzonelli as the Chairperson and Director Joe Matteoli as the Vice-Chairperson. Director Benzonelli attempted to second the motion. There has been a long-standing custom of the Humboldt Community Services District Board that the Chairperson does not initiate or second motions. The General Manager (GM), Terrence Williams, mistakenly believed this was codified in the District's policies. The GM indicated to Director Benzonelli, who was acting as Chairperson for this agenda item because President Bongio recused himself, that she was disallowed from initiating or seconding motions while acting as chairperson.

Director Gregg Gardiner immediately questioned this assertion during the meeting. The GM confirmed that he believed that the Chairperson is disallowed from initiating or seconding motions.

As a result, the motion died for lack of a second.

After the meeting, at the request of Director Gardiner, the GM reviewed District Policies and determined that his assertion was incorrect and Director Benzonelli's second was valid, despite the long-standing custom of the HCSD Chair not to initiate or second motions. I apologize for my error, and I have re-agendized this item for the Board's consideration.

I will be drafting written policies to govern the roles and actions of the Board's officers with respect to meeting procedure for the Board to consider at a future meeting so that a similar situation can be avoided in the future.

The language from the original Agenda Report follows:

At the September 13, 2022, Regular Meeting, Director Hansen requested this item be placed on the agenda for Board consideration and discussion. Below, staff has re-produced Director Hansen's comments on the matter:

During a recent County Planning Commission meeting, Director Bongio made a series of disturbing statements and exhibited behavior unbecoming to an elected or appointed official. Due to the egregiousness of the conduct, the media has taken interest in the story and because of Director Bongio's role as an elected official with the Humboldt Community Services District, the District's name has been associated with the story. I am requesting two items be added to the next agenda. First: Director Bongio should be removed as President of the HCSD Board due to a failure in leadership. Secondly, a diversity equity inclusion training program should be started for all district staff and board members to ensure this sort of behavior doesn't happen again.

The Board has the authority, by majority vote, to make changes to Officer designations.

Fiscal Impact:

Unknown, minor