



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

AGENDA

DATE: Tuesday, October 8, 2024

TIME: 5:00 p.m.

LOCATION: 5055 Walnut Drive, Eureka, CA

The HCSD Boardroom is open to the public during open session segment(s) of the meeting. This meeting will also be held by Zoom video/teleconference, per Government Code Section 54953(b). If 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 October 8, 2024 Agenda | <i>Pgs. 1-2</i> |
| 2. Approval of Minutes of the Regular Meeting of September 24, 2024 | <i>Pgs. 3-6</i> |

D. REPORTS

- | | |
|----------------------------------|-------------------|
| 1. <u>General Manager</u> | |
| a) District Update | <i>Pgs. 7-8</i> |
| 2. <u>Finance Department</u> | |
| a) September 2024 Check Register | <i>Pgs. 9-18</i> |
| 3. <u>Engineering</u> | |
| a) Update | <i>Pgs. 19-20</i> |
| 4. <u>Planning</u> | |
| a) Update | <i>Pgs. 21</i> |
| 5. <u>Legal Counsel</u> | |

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. Presentation: Measure O: Humboldt County Roads, 911 Emergency Response Measure *Pgs. 23*

G. OLD BUSINESS

1. Consideration of Adopting Ordinance No. 2024-01 Modifying District Code Section 7.08.020 Adjustments to High Water Bills Caused by Customer Leaks; Second Reading and Public Hearing *Pgs. 25-30*

H. 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, September 24, 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, Hansen, Gardiner and Matteoli. Staff in attendance: General Manager Williams (GM), 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 September 24, 2024 Agenda
2. Approval of Minutes of the Regular Meeting of September 10, 2024

Director Ryan arrived at 5:01 p.m.

DIRECTOR GARDINER MOVED, SECONDED BY DIRECTOR MATTEOLI TO ACCEPT AND APPROVE THE SEPTEMBER 24, 2024 CONSENT CALENDAR. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

D. REPORTS

1. General Manager
 - a) District Update

GM reported that the District was formed on September 29th, 1952 by resolution of the Humboldt County Board of Supervisors. The District celebrates its 72nd anniversary this week. Six Rivers National Forest is coordinating a clean-up day at Ruth Lake on September 28. The North Coast College and Career Expo is this evening (September 24) from 5:30-8:00 p.m. Humboldt Bay Municipal Water District (HBMWD) is tabling and will distribute fliers about HCSD career opportunities. Chris Rogers, a candidate for the California State Assembly, recently met with the McKinleyville Community Services District and is participating in a virtual round table for Special Districts on the North Coast hosted by the California Special District Association (CSDA). Humboldt County Office of Emergency Services is hosting Disaster Con today and September 25th

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
HUMBOLDT COMMUNITY SERVICES DISTRICT
SEPTEMBER 24, 2024

to prepare the community for resiliency during a natural disaster.

2. Finance Department

a) August 2024 Budget Statement

FM reviewed the August 2024 Budget Statement and noted large expenses in August, but did not expect that expenses would exceed the amounts budgeted for the Fiscal Year.

3. Engineering

a) Update

AE reported that District Forces finished the drying bed canopy replacement project. The expected life of the drying bed canopy will be approximately 15-20 years.

4. Planning

a) Update

USP reported that the District's Fats Oil and Grease (FOG) program reduces the amount of FOG that enters the wastewater system. FOG that enters the wastewater system can create blockages that could result in sanitary sewer overflows or inhibit processes and equipment blockages at the wastewater treatment plant. The program inspects commercial facilities, requires a mandatory maintenance schedule, and reviews all building permit applications to ensure compliance with the District's discharge policies.

5. Legal Counsel

No report.

6. Director Reports

Directors Gardiner and Ryan provided examples of superlative service in the Customer Service and Operations Departments.

Director Benzonelli reported that Cal Poly Humboldt will be hosting a multi-craft curriculum that will introduce eleven different specialty crafts through the High Road Construction Grant from the State of California. Director Benzonelli encourages those from underrepresented backgrounds in the building trades to

enroll in the program.

E. PUBLIC PARTICIPATION

None.

F. NEW BUSINESS

1. Consideration of Adopting Ordinance No. 2024-01 Modifying District Code Section 7.08.020 Adjustments to High Water Bills Caused by Customer Leaks; First Reading and Public Hearing

The GM reported that on August 29th the Board reviewed proposed changes to the District's Leak Relief Policy and directed staff to bring an ordinance to the Board that incorporated the proposed changes. The proposed ordinance reduces the leak eligibility level to 200%; requires the ratepayer to provide proof that the leak has been repaired; increases the eligibility period for relief from one to two months; increases the frequency of eligibility from 60 months to 36 months; requires the ratepayer be in good standing or be enrolled in a payment plan; allows the ratepayer the potential for additional relief if a larger leak occurs in a 36 month period; and caps the maximum amount of leak relief available within a 36 month period to \$1,000.

Director Benzonelli expressed concern about the impact of a leak on low-income ratepayers. The Board discussed different efforts to provide relief to low-income ratepayers. It was noted that ACWA and CSDA are working to advance the issue at a statewide level.

Director Benzonelli opened the public hearing at 5:35 p.m.

IT WAS THEN MOVED BY DIRECTOR HANSEN, SECONDED BY DIRECTOR GARDINER, TO INTRODUCE, WAIVE READING AND PLACE ON AGENDA FOR ADOPTION ORDINANCE 2024-01 MODIFYING DISTRICT CODE SECTION 7.08.020 ADJUSTMENTS TO HIGH WATER BILLS CAUSED BY CUSTOMER LEAKS

PUBLIC COMMENT: None

Director Benzonelli closed the public hearing at 5:37 p.m.

MOTION PASSES UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, HANSEN, GARDINER, MATTEOLI, RYAN

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
HUMBOLDT COMMUNITY SERVICES DISTRICT
SEPTEMBER 24, 2024

NOES: NONE

G. ADJOURNMENT

There being no further business, IT WAS MOVED BY DIRECTOR HANSEN,
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 SEPTEMBER 24, 2024 AT
5:38 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: October 4, 2024

SUBJECT: General Manager Report for October 8, 2024 Board Meeting

Water New Year

The term "water year" is defined as the 12-month period beginning October 1, through September 30, of the following year. The water year is designated by the calendar year in which it ends and which includes 9 of the 12 months. Thus, the year ending September 30, 2025, is called the "2025" water year. October 1, is the Water New Year so, happy Water New Year!

Low Income

During the September 24, Board meeting, I was asked to bring an update regarding low-income water rate assistance. In February 2024, US Senator Alex Padilla (D-CA) introduced Senate Bill (SB) 3830, the "Low-Income Household Water Assistance Program Establishment Act." This bipartisan legislation would permanently establish low-income water assistance for families struggling to access affordable drinking water and wastewater services.

In April of 2024, H.R. 8032 was introduced to the House, sponsored by Representatives Eric Sorensen (D-IL) and Lori Chavez-DeRemer (R-OR), H.R. 8032 is a companion bill to S. 3830. Both proposals would permanently authorize the Department of Health and Human Services' Low-Income Household Water Assistance Program (LIHWAP), established by Congress in 2020, to promote public health by easing the burden on families struggling to afford their monthly water bills.

Both bills appear to be languishing in committee with no hearing scheduled at this time.

The state of California does not currently have any legislation that is intended to assist with water rates or access. In 2022, State Senator Bill Dodd (D-Napa) proposed SB 222: Water Rate Assistance Program. The bill would have established a statewide Water Rate Assistance Program to provide water affordability assistance to eligible residential water customers. Governor Newsom vetoed the bill citing a lack of funding and administrative burden.

The California Public Utilities Commission (CPUC) which regulates private utility companies, requires private water purveyors; like California Water Services, Liberty Utilities and Golden State Water Company, to enact a surcharge and create a fund for Low Income Rate Assistance (LIRA) or California Alternative Rates for Water (CARW). This is a very similar model to the California Alternative Rates for Energy (CARE) program that PG&E provides. Proposition 218, the Right to Vote on Taxes Initiative, prohibits special districts in CA from following a similar model because a CSD cannot charge more to some ratepayers to subsidize others. Proposition 218 requires that utility rates be fair and equitable, and that no customer be charged more than their proportional share of the cost of service.

Open Enrollment

Open enrollment is a yearly period when people may make changes to their health insurance, such as signing up, canceling, or adjusting their plan. This year the District's open enrollment period is from October 18 through November 1. If you would like to make changes to your health insurance, please reach out to the Board Secretary, Rob Christensen for assistance.

New Website

The District's new website is live the week of October 7. If you haven't already, please take a look (<https://humboldtcsd.org/>). In the coming months, we will be adding content including pictures and information relevant to the District's operations and to ratepayers. A new feature of our website service is the addition of alerts. Members of the public are encouraged to sign up for alerts. If something is happening in the District that requires ratepayer notification, this is an additional mechanism that District staff can utilize to reach out and broadcast critical information. The service will send the information to everybody that is signed up for alerts, so be sure to include cell phone and email contact information.

Accounts Payable

Checks by Date - Detail by Check Date

User: FM
 Printed: 10/3/2024 2:38 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
57432	A072 11900	Accurate Drug Testing Services DOT Physical /JB	09/10/2024	100.00
Total for Check Number 57432:				100.00
57433	A780 1500-01108801	Asbury Environmental Services Used Oil Hauling Fee.	09/10/2024	100.00
Total for Check Number 57433:				100.00
57434	A790 16826320 1736883 1736883 1736883 1736883 1736883	Automation Direct Wire Lables Walnut tank/BPS back panel, c/b s, wire lables l Donna Tank back panel, enclourse, c/b and elect Truesdale BPS Enclourse,Back panel c/b and ass Spruce point well back panel, c/b s, wire lables li Blue spruce tank/BPS back panel, c/b s, wire lat	09/10/2024	189.10 14.54 9.69 24.27 9.69 9.69
Total for Check Number 57434:				256.98
57435	C302 08302024	Christensen Robert COVID at Home Test	09/10/2024	26.88
Total for Check Number 57435:				26.88
57436	C410 082024 082024	City of Eureka: SW Humboldt Hill 21% General 79%	09/10/2024	35,380.80 133,099.20
Total for Check Number 57436:				168,480.00
57437	C475 0786415S 0786462S	Coast Counties Peterbilt Smoke Testing Unit #20 Engine System/Clear Codes	09/10/2024	700.00 151.66
Total for Check Number 57437:				851.66
57438	C530	Franchise Tax Board Garnishment for Chris Davenport Account Numl	09/10/2024 PR Batch 00005.08.2024 Garr	225.11
Total for Check Number 57438:				225.11
57439	D910 252385 252431	Don's Rent-All Inc Office Parking Lot Hot Pave Prep Office Parking Lot Hot Pave Prep	09/10/2024	89.58 48.07
Total for Check Number 57439:				137.65
57440	E485 08302024 08302024	Cooney Parris and Rieke Corp Discount Earned August Discount Earned August	09/10/2024	-2.14 -3.35

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	08302024	Discount Earned August		-0.09
	08302024	Discount Earned August		-2.98
	08302024	Discount Earned August		-2.09
	08302024	Discount Earned August		-16.25
	08302024	Discount Earned August		-2.09
	08302024	Discount Earned August		-2.33
	08302024	Discount Earned August		-1.26
	08302024	Discount Earned August		-2.09
	166697/3	Coupler/Threadlocker/Bolt Various/Link Chain C		51.11
	166714/3	Return of Bolt/ Return of Link Chain Quck 1/2"		-19.15
	166719/3	HIInge/Swivle/Various Screws		52.52
	166879/3	Wrench 10"/Screwdriver 5/16x6"/Pliers Strt Jaw		48.46
	167144/3	Corner Brace/Ox Guard/Tube Heat Shrink Variou		36.07
	167204/3	Foam Car Wash Wax/ Tank Lever Euro Platinum		32.30
	167212/3	PVC Pipe/ Couple/Adapter/Elbow 90		19.93
	167219/3	Locknut/Strap Various/Adapter/Elbow/Knockout		61.41
	167366/3	Unit #1 CMNT PCVRDHOT Lovoc 16oz		19.38
	167391/3	Hardware Screws		2.76
	167472/3	Solar Panels mounting		59.83
	167472/3	Solar Panels mounting		59.84
	167472/3	Solar Panels mounting		59.84
	167472/3	Solar Panels mounting		59.84
	167472/3	Solar Panels mounting		59.83
	167472/3	Solar Panels mounting		59.83
	167564/3	Hardware Screws/Hexkey LG		25.55
	167593/3	Insect Killer		34.46
	167636/3	Painters Tape/Spray Paint White/Spray Paint Bla		36.15
	167688/3	Simple Green/Cargo Strap/Anchor Point		38.76
	167894/3	Dur Battery Lithium 2450 1pk		16.36
	167967/3	Q-Connect/Faucet Set/Safety Gas Can		82.50
	167989/3	Safety Gas Can		64.64
	167995/3	Pipe Galv 30ga 3x24"		17.22
	168084/3	Hardware Screws Various		6.96
			Total for Check Number 57440:	951.73
57441	E650	Eureka Ready Mix	09/10/2024	
	96825	Class 2 Base		870.08
	97144	Class 2 Base / Pea Gravel		1,688.98
	97172	Class 2 Base		435.04
			Total for Check Number 57441:	2,994.10
57442	E890	Express Employment Professionals	09/10/2024	
	31220133	Temporary Personnel - Maintenance PPE 08/25/		3,886.40
	31244081	Temporary Personnel - Maintenance PPE 09/01/		4,302.83
			Total for Check Number 57442:	8,189.23
57443	G310	GHD Inc.	09/10/2024	
	380-0056529	Grant Writting Assistance		5,023.38
	380-0056739	Hoover St. Lift Station Flood Protection Project		1,134.47
			Total for Check Number 57443:	6,157.85
57444	H010	Keenan Supply	09/10/2024	
	20240830	Discount Earned - August		-9.98
	20240830	Discount Earned - August		-8.51
	S013909272.003	Full Circle Redi-Clamp x9		398.13
	S013925138.001	Hubbard Pump FLG X FLG Spool		544.95
	S013934771.001	4 R 150 Flng Nut Bolt Kit		66.76

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57444:	991.35
57445	H060 5310066 859837/1	Harvey M. Harper Co. Unit #3 service. Unit # 2 repair.	09/10/2024	195.24 1,301.54
			Total for Check Number 57445:	1,496.78
57446	H410 23815000 23815000	Humboldt Bay Municipal Water D Water Purchased - August PF-2 Reconciliation Credit from FY 2023/24	09/10/2024	94,660.89 -179.55
			Total for Check Number 57446:	94,481.34
57447	I260 21-1006LWX	Immense Impact, LLC Content Transfer Fee	09/10/2024	240.00
			Total for Check Number 57447:	240.00
57448	I700 5109062 5109295 5109300	IBS Interstate Battery System South Broadway Generator Batteries Unit #12 MTP-24F and core credits Core Credit	09/10/2024	335.34 167.67 -20.00
			Total for Check Number 57448:	483.01
57449	M230 M268058	Mendes Supply Co August	09/10/2024	204.58
			Total for Check Number 57449:	204.58
57450	M348 177854 177854	Microbac Laboratories, Inc Asbestos testing Asbestos testing	09/10/2024	265.00 265.00
			Total for Check Number 57450:	530.00
57451	M380 464879	The Mill Yard Office door.	09/10/2024	23.87
			Total for Check Number 57451:	23.87
57452	M450 522089177 522134764 522175030 522220662 522264069	Mission Linen Uniforms/Mats Uniforms/Mats Uniforms/Mats Uniforms/Mats Uniforms/Mats	09/10/2024	398.50 234.25 398.50 231.54 398.50
			Total for Check Number 57452:	1,661.29
57453	N500 89013	Norlab Inc. Toilet Dye Packs	09/10/2024	179.00
			Total for Check Number 57453:	179.00
57454	O460 0824-22 0824-23	OConner & Company Progress Billing Through August 2024 Progress Billing Through August 2024	09/10/2024	2,662.50 720.00
			Total for Check Number 57454:	3,382.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
57455	P006	PACE Supply Corp.	09/10/2024	
	029725577	Original Invoice no 1		3,615.63
	029725577-1	Original Inv no 2		478.06
	029748211	Yard stock: Hymax's		1,329.37
	029748211	Yard stock: Hymax's		1,760.13
	029748211	Yard stock: Hymax's		947.98
	08252024	Discount Earned August		-80.35
	CM029748190	Credit Rebill to fix Tax		-4,077.30
	Natalie Nelson	Per Natalie Nelson, credit difference for tax and		-16.39
			Total for Check Number 57455:	3,957.13
57456	P190	Pacific Paper Co	09/10/2024	
	220606	Pencils Various/Sharpies/Pens Various/Highlight		123.55
	221438	BMN Office Chair		262.19
			Total for Check Number 57456:	385.74
57457	P430	Pierson Building Center	09/10/2024	
	08302024	Discount Earned August		-12.97
	08302024	Discount Earned August		-0.95
	08302024	Discount Earned August		-2.69
	08302024	Discount Earned August		-9.20
	08302024	Discount Earned August		-0.66
	207545	Downspout/Gutter Rivet/Downspout Strap/Elbow		164.08
	207576	15ft Ratchet TieDown/Keeper Tie Down		91.52
	207624	Return of: Downspout Strap/Elbow/Snap Seal/G		-136.90
	209579	T-Coupler/ 60pc Driver Bit Set		61.70
	209581	Crescent SAE Hex Bit Set/ Crescent Metric Hex		43.68
	210805	Gate Repair for Ridgewood tank		24.66
	211043	Cement/Check Valve/Teflon Tape/Hot PVC Cem		76.93
	212326	2x10 Pressure Treated Fir		262.95
	212456	Instant Read Thermometer		19.65
	212599	Hitching Ring/Hose Adapter/Quick LK Various/l		75.61
	213112	Bulk Fasteners		19.10
	213146	Hose Bib		18.56
			Total for Check Number 57457:	695.07
57458	P557	Rexel USA Inc.	09/10/2024	
	5K18430	Drill Bit		121.58
	Y941573	490 watt solar pnl		436.36
	Y941573	490 watt solar pnl		436.36
	Y941573	490 watt solar pnl		436.36
	Y941573	490 watt solar pnl		436.35
	Y941573	490 watt solar pnl		436.35
			Total for Check Number 57458:	2,303.36
57459	P785	Powell Landscape Materials	09/10/2024	
	3890A	1.25 Yard Concrete-Temple valve can		331.03
	3974A	Concrete for Stanford SMR.		266.57
	4023A	Concrete for valve cans.		205.39
			Total for Check Number 57459:	802.99
57460	R250	Recology Humboldt County	09/10/2024	
	32746992	Garbage Service - August		612.65
			Total for Check Number 57460:	612.65

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
57461	S910 55315 D3	SWRCB Water Distribution D3/ BB	09/10/2024	120.00
Total for Check Number 57461:				120.00
57462	U410	United Way of Humboldt PR Batch 00005.08.2024 UNITED WAY PR Batch 00005.08.2024 UNITED WAY PR Batch 00005.08.2024 UNITED WAY	09/10/2024 PR Batch 00005.08.2024 UNI PR Batch 00005.08.2024 UNI PR Batch 00005.08.2024 UNI	0.40 1.74 1.86
Total for Check Number 57462:				4.00
57463	V700 INV 24-814170 INV 24-823077	Valley Pacific Petroleum Services Inc Fuel Fuel	09/10/2024	4,215.70 3,693.11
Total for Check Number 57463:				7,908.81
57464	W208 1065	Watt's Cleaning Services Office Cleaning August	09/10/2024	950.00
Total for Check Number 57464:				950.00
57465	X800 3556D39744	Xylem Inc. Rebuild Artino Sewer Pump	09/10/2024	7,658.54
Total for Check Number 57465:				7,658.54
Total for 9/10/2024:				317,543.20
57466	B284 1679979 80169082	Badger Meter Inc 44-1- inch water meters at 271.20 Each User Login Annual License Service	09/17/2024	12,857.59 850.00
Total for Check Number 57466:				13,707.59
57467	B702 03-85868	Bobcat of Chico Unit #4 hydraulic hose repair.	09/17/2024	21.26
Total for Check Number 57467:				21.26
57468	C036	Corporate Payment Systems	09/17/2024	
	240113442400000	TW/American Hospital Supply - AED Cabinet		15.44
	240113442480000	TW/American Hospital Supply - AED Cabinet		140.06
	240641423620745	TW/B&H Photo - Ink Cartridge for Plotter		460.63
	241374642200013	DT/Tractor Supply: Mower Trailer Parts		329.79
	242042942280024	MM/DRI Crash Plan		29.97
	242042942400020	DT/EBay: Mower Trailer Parts		28.56
	242316842220532	DT/Harbor Freight: SCADA Van Winch		505.79
	242316842290599	DT/Harbor FreightL Sea Ave Sump Pump		92.20
	242316842500804	DT/Harbor Freight Tools: Electrical Panel Parts ;		75.91
	242697942435007	DT/Galco: Eletrical Panel Parts and Tools		51.55
	244216422700000	DT/Miyar Adventure; Mower Trailer Parts		-64.64
	244309942220529	MM/Microsoft		30.00
	244309942280589	MM/Microsoft		100.00
	244921642210000	DT/Miyar Adventures: Mower Trailer Parts		133.78
	24692164226107	TW/Craigslist - Surplus Sale Advertisement		5.00
	24692164226107	TW/Craigslist - Surplus Sale Advertisement		5.00
	246921642261071	TW/Craigslist - Surplus Sale Advertisement		5.00
	246921642261071	TW/Craigslist - Surplus Sale Advertisement		5.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	246921642261071	TW/Craigslist - Surplus Sale Advertisement		5.00
	246921642281088	TW/Craigslist - Surplus Sale Advertisement		5.00
	246921642281088	TW/Craigslist - Surplus Sale Advertisement		5.00
	246921642331029	MM/Amazon: Lentell Tank SCADA		3.82
	246921642331029	MM/Amazon: Cummings Tank SCADA		3.81
	246921642331029	MM/Amazon: Dana Lane Tank SCADA		3.81
	246921642331029	MM/Amazon: Pigeon Point Tank SCADA		3.81
	246921642331031	TW/Craigslist - Surplus Sale Advertisement		5.00
	246921642361060	MM/Amazon: Repalcement Battery for Meter		46.05
	248019742420726	TW/CWEA Class Registration CA/NA/BB		350.00
			Total for Check Number 57468:	2,380.34
57469	C180	Canon Solutions America Inc.	09/17/2024	
	6009141387	Office/Black Copies WXD03492- 1157		14.98
	6009141387	Office/Color Copies WXD03492- 4239		352.91
	6009141387	UseTaxRecoveryFee/OfficeCopier		14.25
			Total for Check Number 57469:	382.14
57470	C430	City of Eureka: WA	09/17/2024	
	08312024	Excess Billing @ \$0.004011/gallon		1,945.00
	08312024	Water Purchased - August		60,967.00
			Total for Check Number 57470:	62,912.00
57471	C450	City of Eureka: Water Test	09/17/2024	
	INV06556	Microbiological Testing - August 2024		425.00
			Total for Check Number 57471:	425.00
57472	C495	Colantuono, Highsmith, Whatley, PC	09/17/2024	
	61835	Special Legal Services Services Through 08/31/		175.00
			Total for Check Number 57472:	175.00
57473	E330	Englund Marine and Industrial Supply	09/17/2024	
	542543/7	SS fittings to connect PSI transmitter to Walnut r		27.20
	542552/7	SS fittings to connect PSI transmitter to Walnut r		11.42
			Total for Check Number 57473:	38.62
57474	E558	NAPA Auto Parts of Eureka	09/17/2024	
	413557	Unit #10 Lamp./Sealed CmMarkr		19.25
	414508	2.5 Blue Def		45.84
	416862	Oil Filter/10W40 Qt/Meguiars Interior/2.5 Blue		75.03
	417200	Wiper Blades/ Purple Power Car Wash		39.73
			Total for Check Number 57474:	179.85
57475	E890	Express Employment Professionals	09/17/2024	
	31278644	Temporary Personnel - Maintenance PPE 09/08/		3,313.85
			Total for Check Number 57475:	3,313.85
57476	F075	FedEx	09/17/2024	
	8-620-25315	Ship impeller to Flygt pumps		22.29
			Total for Check Number 57476:	22.29
57477	H275	Hooven & Co. Inc	09/17/2024	
	17908	Hooven Paving		22,373.10

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57477:	22,373.10
57478	I525 270026	Infosend UB/Process and Mail/Bills - August	09/17/2024	4,986.50
			Total for Check Number 57478:	4,986.50
57479	J800 186806	Johnson's Mobile Rentals LLC Temp fencing Ridgewood Tank.	09/17/2024	297.39
			Total for Check Number 57479:	297.39
57480	M340 113322	Mercer Fraser Co Hot Asphalt for Temple Dr	09/17/2024	457.00
			Total for Check Number 57480:	457.00
57481	M560 5238	The Mitchell Law Firm LLP Legal Services - August 2024	09/17/2024	304.00
			Total for Check Number 57481:	304.00
57482	N050 2024ci-6307	North Coast Journal Legal Notices - Surplus Sale Unit 4B & 17B	09/17/2024	360.00
			Total for Check Number 57482:	360.00
57483	R705 1006000-4	Guy Rents Inc Parking Lot Rehab Rental	09/17/2024	132.19
			Total for Check Number 57483:	132.19
57484	S115 4248	Sabre Backflow Inc. Annual Backflow Kit Calibration	09/17/2024	167.89
			Total for Check Number 57484:	167.89
57485	S117	Sage Designs Inc	09/17/2024	
	2408180-01	Water Scada systems Pigeon point BPS antenna :		742.41
	2408180-01	Water Scada systems Hubber BPS antenna and c		448.23
	2408180-01	Water Scada systems TruesdaleBPS antenna and		545.21
	2408180-01	Water Scada systems Mitchell BPS antenna and		448.23
	2408180-01	Water Scada systems Cumming Tank antenna an		545.21
	2408180-01	Water Scada systems Dana Tank antenna and cal		448.23
	2408180-01	Water Scada systems Dana Tank antenna and cal		545.21
	2408180-01	Water Scada systems South bay antenna and cabl		545.21
	2408180-01	Water Scada systems KluckBPS antenna and cab		448.23
	2408180-01	Water Scada systems Donna Tank antenna and c:		742.41
	2408180-01	Water Scada systems Spruce point antenna and c		448.23
	2408180-01	Water Scada systems Pigeon Tank antenna and c:		742.41
	2408180-01	Water Scada systems Cumming BPS antenna anc		265.07
	2408180-01	Water Scada systems Blue Spruce Tank antenna :		545.21
	2408180-01	Water Scada systems Walnut Tank antenna and c		742.41
	2408180-01	Water Scada systems Lentell Tank antenna and c		742.41
	2408180-01	Water Scada systems Ridgewood Tank antenna a		742.41
			Total for Check Number 57485:	9,686.73
57486	T510 0001420910	Times-Standard Advertising - SOQ for OnCall Engineering Cons	09/17/2024	723.44

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57486:	723.44
57487	U330 23888458-001	United Rentals, Northwest Inc 60' boom lift for sewer dry pit cover and gutter c	09/17/2024	1,474.77
			Total for Check Number 57487:	1,474.77
57488	U730 INV00461354 INV00465782 INV00468041 INV00469371 INV00469602 INV00470082	USA Bluebook USB Cleaning 3D 3/4" Connection 50 GPM Hoover SLS Rehab Flow Meters, Gate Valves, & PVC Bulkhead Fitting Thread Tubing Connection Kit/Valve Retro Fit/ Tube Co Tube Connect O-Ring Hoover SLS Rehab Flow Meters, Gate Valves, &	09/17/2024	930.66 2,391.26 98.07 406.35 32.98 1,633.60
			Total for Check Number 57488:	5,492.92
57489	W700 HCD-245996	Whitchurch Engineering Inc. Dr. Office Lane Sewer Rehab Design Task Orde	09/17/2024	2,917.50
			Total for Check Number 57489:	2,917.50
57490	UB*02206	JOYCE EGGERT Refund Check Refund Check Refund Check Refund Check Refund Check	09/17/2024	31.38 5.11 67.23 40.55 7.08
			Total for Check Number 57490:	151.35
57491	UB*02201	BILL I. JONES Refund Check	09/17/2024	150.00
			Total for Check Number 57491:	150.00
57492	UB*02204	CATT MAGUIRE Refund Check Refund Check Refund Check	09/17/2024	20.41 9.98 19.42
			Total for Check Number 57492:	49.81
57493	UB*02205	RENTOR-TC Refund Check Refund Check Refund Check Refund Check	09/17/2024	9.60 2.02 3.19 7.43
			Total for Check Number 57493:	22.24
57494	UB*02203	NICHOLAS RICE Refund Check Refund Check Refund Check Refund Check Refund Check	09/17/2024	6.86 37.93 18.22 23.56 23.43
			Total for Check Number 57494:	110.00
57495	UB*02202	KIM STIGLICH	09/17/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		Refund Check		136.70
		Refund Check		51.47
		Refund Check		117.23
		Refund Check		176.64
Total for Check Number 57495:				482.04
Total for 9/17/2024:				133,896.81
57496	B284	Badger Meter Inc	09/30/2024	
	1681990	324-5/8- inch water meters at \$157.20 per meter		54,880.09
	1681990	83-3/4- inch water meters at \$192.80 each		17,242.58
Total for Check Number 57496:				72,122.67
57497	B719	Michael Briggs	09/30/2024	
	092024	Travel Reimbursment for SCADA Seminar		256.36
Total for Check Number 57497:				256.36
57498	E890	Express Employment Professionals	09/30/2024	
	31315034	Temporary Personnel - Maintenance PPE 09/15/		3,869.05
	31339725	Temporary Personnel - Maintenance PPE 09/22/		4,007.90
Total for Check Number 57498:				7,876.95
57499	F049	Fastenal Company	09/30/2024	
	CAEUR134098	Ear Plugs/ Spilt Back Drv Gloves/ Chisel Marke:		52.29
	CAEUR134098	XL OR Disposable Gloves		34.09
	CAEUR134158	LG Split Back Driver Gloves PR/ 12oz WD-40		68.58
	CAEUR134158	AAA Alkaline Battery/ XL OR Disposable Glov		140.17
	CAEUR134263	Chisel Marker/12oz WD-40/Iron Grip HD/WB F		146.77
	CAEUR134263	AA Battery/Hand Sanitizer/XL OR Disposable C		160.78
	CAEUR134357	AAA Batterys/ XL OR Disposable Gloves		28.63
	CAEUR134357	Chisel Marker/Electrical Tape/ Pipe Sealing Tape		28.63
Total for Check Number 57499:				659.94
57500	F050	Fastenal Industrial	09/30/2024	
	CAEUR134096	Contractor Bags/Paper Towels/Center Pull Paper		316.47
	CAEUR134200	UV Black Cable Tie Various		151.42
Total for Check Number 57500:				467.89
57501	F510	Fortuna Iron	09/30/2024	
	93772	Unit # 8 Tailgate Repair		37.28
Total for Check Number 57501:				37.28
57502	H260	Hilfiker Pipe Company	09/30/2024	
	73464	Parking Bumper		27.31
Total for Check Number 57502:				27.31
57503	I401	Industrial Electric Arcata Inc	09/30/2024	
	IN51338	Sea Ave SLS Flow Meter Patrs		337.75
	IN51372	Solar panel mounts		135.35
	IN51460	30x20x10 enclosure with louvers for batterys		460.83
	IN51460	30x20x10 enclosure with louvers for batterys		460.83
	IN51460	30x20x10 enclosure with louvers for batterys		460.83

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	IN51460	30x20x10 enclosure with louvers for batterys		460.84
	IN51460	30x20x10 enclosure with louvers for batterys		460.84
	IN51540	Breaker and Starter Fields Landing 3rd pump		3,864.83
	IN51541	Misc. elec. parts for scada South Bay well tape		182.52
	IN51556	Misc. elec. parts for scada King Salmon SLS, rel		76.84
	IN51558	Misc. elec. parts for scada Sea Ave lock kit to flo		35.55
	IN51559	Misc. elec. parts for scada Ridgewood tank, solai		46.60
	IN51648	11 Kw 120/240 Standby Generator with 100 amp		10,334.98
			Total for Check Number 57503:	17,318.59
57504	N050 2024ci-6326	North Coast Journal Legal Notices - Surplus Sale Unit 4B @ 17B	09/30/2024	864.00
			Total for Check Number 57504:	864.00
57505	P010 10042024 10042024 10042024 10042024 10042024 10042024 10042024	Pacific Gas and Electric-GN dGeneral Sewer System gSpark energy Gas/LP Gas Chgs fOffice/Yard aWA Pump & District/Cummings eKS/HH Sewer System cFW/MR Water System bHH Water System	09/30/2024	4,609.51 56.28 6,668.60 8,997.94 1,525.92 950.90 14,013.86
			Total for Check Number 57505:	36,823.01
57506	P130 10072024	Pacific Gas and Electric-St Street Lights: September 2024	09/30/2024	6,534.17
			Total for Check Number 57506:	6,534.17
57507	S750 10012024	Standard Insurance Company Short&Long Term Employee Disability Period 1	09/30/2024	1,646.86
			Total for Check Number 57507:	1,646.86
57508	S850 10162024	Optimum Internet: 09/24/24 - 10/23/24	09/30/2024	563.19
			Total for Check Number 57508:	563.19
57509	U410	United Way of Humboldt PR Batch 00001.09.2024 UNITED WAY PR Batch 00001.09.2024 UNITED WAY PR Batch 00001.09.2024 UNITED WAY	09/30/2024 PR Batch 00001.09.2024 UNI PR Batch 00001.09.2024 UNI PR Batch 00001.09.2024 UNI	1.85 1.60 0.55
			Total for Check Number 57509:	4.00
57510	V500 9974457098	Verizon Wireless Cellular Service - September 2024	09/30/2024	515.12
			Total for Check Number 57510:	515.12
			Total for 9/30/2024:	145,717.34
			Report Total (79 checks):	597,157.35

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: October 4, 2024
Subject: Assistant Engineer Progress Report for October 8, 2024 Board Meeting

Mainline Break in Myrtle town

On Sunday September 22 at 9:00 PM the District received a call reporting a main line break at John Hill Road in Myrtle town. District forces responded immediately and discovered a circumferential crack on a section of six-inch Asbestos Cement (AC) line caused by stress induced by a large tree root growing against the pipe. District forces cut the root away from the line, repaired the crack with a 16-inch leak band, backfilled the trench, and flushed the hydrants in the affected area. Positive pressure was maintained throughout the repair, so that there was no potential for contamination of the District's drinking water system as a result of this incident. There was no reported property damage as a result of this main break.

Fiscal Year 2025 CIP Progress

The Operations and Maintenance Department has completed the replacement of the Foxwood sewer lift station 10-horsepower pump as part of the FY 24/25 capital improvement plan. The pump that was replaced was 20 years old and well past its useful life. The typical sewer lift pump has a life span of seven to ten years; the longevity of sewer lift pumps can be extended with proper maintenance.

The Engineering Department has recently reviewed and approved the final design plans for both the Doctor's Office Lane Sewer Rehabilitation Project and the Walnut Drive Earthquake Recovery Project; designed by Whitchurch Engineering.

The Doctor's Office Lane Sewer Rehabilitation Project consists of replacing sections of existing six-inch vitrified clay pipe with six-inch PVC and lining the rest of the existing six-inch line with folded PVC liner along with a manhole installation within project extents. Existing vitrified sewer laterals from the mainline to edge of the public right of way will be replaced with four-inch PVC laterals and each property line cleanout will be brought to grade.

The Walnut Drive Earthquake Recovery Project consists of replacing and relocating sections of six-inch AC water line and 10-inch AC sewer main with HDPE line along with a manhole installation within project extents. The objective of this project is to replace infrastructure that failed during the December 2022 earthquake as well as relocate existing utilities outside of the slide zone that is sensitive to seismic activity. Existing AC

laterals will be replaced to the right of way with four-inch HDPE and cleanouts will be brought to grade. Additionally, all existing water service lines will be replaced to the property line with a one-inch poly line. The Walnut Drive Earthquake Recovery Project is funded by a Disaster Assistance Grant from CalOES. The District Assistant Engineer is working to finalize the final bid package for both projects by November 1, so we may begin advertising by the week of November 4.

On September 10, the District held a pre-bid meeting for the Donna Drive Tank Rehabilitation Project facilitated by the District Assistant Engineer and the Design Engineer, Andre Harper of Harper and Associates. Six interested contractors participated in the mandatory Pre-Bid meeting. On October 1, the District held a Public Bid Opening of submitted sealed bids with the option to attend in person or via Zoom. Four sealed bids were opened and read aloud, and the apparent low bidder was announced. Qualifications of the apparent low bidder are currently being analyzed with bid award anticipated on October 28, 2024.

Edgewood Leak Follow Up

On September 24, 2024, the Construction Department responded to a leak reported at 3454 Edgewood Rd. The leak was determined to be percolating through a one-inch polyethylene (PE) service line in the public right of way. The cause of failure was determined to be a pinhole puncture of the service line which is a common failure that results from aging pipe and ground movement over time. District staff used a line puller to replace the one-inch PE line and installed a new angle meter stop.

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: October 4, 2024

SUBJECT: Utility Services Planner Report for October 8, 2024 Board Meeting

October marks the waning weeks of good weather for the “construction season”. Over the course of the construction season, the District accumulates material from trench excavations called trench spoils. The District has a program, where individuals can fill out a form requesting material to help fill in low spots or for other beneficial purposes. Individuals can receive up to 49.9 cubic yards of fill material per parcel without a County issued grading permit.

This program benefits the District as well as providing a service to members of our community. The District is able to dispose of the large quantities of trench spoils generated through the construction season, which would become a muddy nuisance over the rainy winter months. Additionally, community members appreciate receiving the fill material to help with projects around their properties. This program is a win/win for the District and for the community.

District staff continues to respond to building referrals received from the County, as well as assisting project proponents in numerous ways to move their projects along to completion.

Staff has also set construction hydrant meters/backflow devices on fire hydrants within the District, to track water use and for billing purposes for contractor’s projects they are working on.

As the calendar flips to a new month, the required monthly compliance reporting is due again. All of the required State reporting has been submitted. The weekly bacteriological water quality sampling throughout the District has been collected and submitted to the lab for analysis.

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: October 8, 2024

AGENDA ITEM: F.1

TITLE: Presentation: Measure O: Humboldt County Roads, 911
Emergency Response Measure

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Receive presentation from Sean Quincey, Deputy Humboldt County Administrative Officer, and Tom Matson, Humboldt County Public Works Director

Summary:

The Humboldt County Board of Supervisors placed a Measure on the November 5, 2024 General Election Ballot to impose a 1% transactions and use (sales) tax.

Measure O: The Humboldt County Roads/911 Emergency Response Measure is a 1-cent sales tax Measure that, if passed by voters, would help raise an additional \$24,000,000 a year just for Humboldt County. The revenue would be used to maintain 9-1-1 response times and prepare for natural disasters by:

- Repairing deteriorating county roads/bridges
- Fixing potholes
- Maintaining evacuation routes
- Bus services
- Becoming eligible for Humboldt County's fair share of state/federal roads funding.

Fiscal Impact:

Unknown

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: October 8, 2024

AGENDA ITEM: G.1

TITLE: Consideration of Adopting Ordinance 2024-01 Modifying District Code Section 7.08.020 Adjustments to High Water Bills Caused by Customer Leaks; Second Reading Public Hearing.

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Make a motion to waive reading and adopt Ordinance 2024-01 Modifying District Code Section 7.08.020: Adjustments to High Water Bills Caused by Customer Leaks, hear public comments, and take a roll call vote.

Summary:

During the September 24th, 2024 Board meeting, the Board of Directors held the first public hearing with a unanimous roll call vote to proceed with a second hearing and adoption of Ordinance 2024-01.

A proposed ordinance requires two public hearings a minimum of five days apart, a published summary of the ordinance in a newspaper of general circulation a minimum of five days in advance of the second hearing, and a certified copy of the full text of the proposed ordinance at the District's office at least five days in advance of the second hearing.

The District has met all the statutory requirements necessary to adopt the ordinance. If the Board of Directors adopts Ordinance 2024-01 at this meeting the District will publish a summary of the ordinance in a newspaper of general circulation. The ordinance shall become effective 30 days from the date of final adoption.

The proposed changes are outlined below.

- Leak adjustment eligibility level reduced from 300% to 200% of the ratepayer's average usage.
- Draft policy describes the process for requesting leak relief from the District including where to access necessary forms.

- Ratepayers must provide proof that the leak has been repaired; either through repair receipts or by demonstrating curtailed usage.
- Average usage is defined as the average from the same period during the previous year.
- Eligible duration for leak relief is increased from one month's usage to two months' usage.
- Leak relief frequency eligibility is increased from once every five years (60 months) to once every three years (36-months).
- Draft policy requires that the ratepayer's account be current or the ratepayer must have a payment plan that is in good standing to be eligible for water leak relief.
- Draft policy allows a ratepayer to receive a water leak adjustment and still potentially be eligible for additional leak relief within the 36-month period if a larger leak occurs.
- Draft policy caps the maximum amount of leak relief available within a 36-month period to \$1,000.

Fiscal Impact:

Unknown.

ORDINANCE NO. 2024-01

**AN ORDINANCE OF
THE HUMBOLDT COMMUNITY SERVICES DISTRICT
AMENDING CHAPTER 7.08.020 TO ARTICLE 7 OF THE HUMBOLDT COMMUNITY
SERVICES DISTRICT CODE RELATED TO ADJUSTMENT TO WATER BILLS
CAUSED BY CUSTOMER LEAKS**

WHEREAS, the Humboldt Community Services District (District) provides water and sewer services to the residents of the District; and

WHEREAS, pursuant to section 61060 of the Government Code, the Board of Directors of the District has the authority to adopt by ordinance rules and regulations for the administration and operation of water and sewer services provided by the District; and

WHEREAS, on January 9th, 2024, the Board of Directors established an Ad Hoc Committee to review and modify the District's Leak Relief Policy, which is codified as Chapter 7.08.020 of the District's Code; and

WHEREAS, the Ad Hoc Committee reviewed the District's Leak Relief Policy and recommended modifications to the policy; and

WHEREAS, the Ad Hoc Committee presented the proposed revisions to the District's Leak Relief Policy to the full Board in public session on August 27th, 2024 and the Board authorized codifying the new policy by ordinance; and

WHEREAS, the Board of Directors has considered the staff report, supporting documents, public comment, and all appropriate information that has been submitted with this Ordinance; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have occurred.

NOW THEREFORE, the Board of Directors of the Humboldt Community Services District ordains as follows.

Section 1. Recitals. The above recitals are each incorporated by reference and adopted as findings by the Board of Directors.

Section 2. Code Amendment. Chapter 7.08.020 of the District Code is hereby deleted and replaced in its entirety as set forth in **Exhibit A** attached hereto and incorporated herein by the reference. Following approval of this Ordinance, without modifying the substance, the Board Secretary shall cause the Code amendments to be consistent in form and style with Article 7 of the District Code.

Section 3. Limited Repeal. Any provision of the District Code or appendices thereto that are inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, is hereby repealed or modified to that extent necessary to effect the provisions of this Ordinance.

Section 4. CEQA. The ordinance is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3), in that it can be seen with certainty that there is no possibility that this Ordinance will have a significant adverse effect on the environment.

Section 5. Severability. If a section, subsection, sentence, clause, or phrase of this Ordinance is held to be unconstitutional, or contrary to the general or special laws of the United States or the State of California, the invalidity of such section, subsection, sentence, clause, or phrase shall not affect the remaining portions of this Ordinance.

Section 6. Further Action. The Board of Directors of the District is hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Ordinance.

Section 7. Effective Date. This Ordinance shall take effect and be in force thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days of its passage, it or a summary of it, shall be published once, with the names of the members of District Board of Directors voting for and against the same in a newspaper of general circulation published in the County of Humboldt.

INTRODUCED and FIRST READING CONDUCTED at a regular meeting of the Board of Directors of the Humboldt Community Services District, on this 24th day of September 2024 by the following vote:

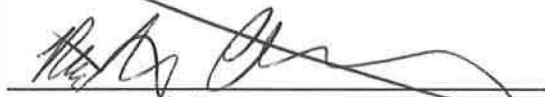
AYES: Benzonelli, Gardiner, Hansen, Matteoli, Ryan
NAYS:
ABSENT:
ABSTAIN:

APPROVED:



Heidi Benzonelli, President
Board of Directors

ATTEST:


Robert Christensen, Board Secretary

SECOND READING CONDUCTED, PASSED, and ADOPTED at a regular meeting of the Board of Directors of the Humboldt Community Services District, on this ____ day of _____, 2024 by the following vote:

AYES:
NAYS:
ABSENT:
ABSTAIN:
Ord. 2024-01

Page 2 of 4

APPROVED:

Heidi Benzonelli, President
Board of Directors

ATTEST:

Robert Christensen, Board Secretary

Chapter 7.08.020 Adjustments to High Water Bills Cause by Customer Leaks

If a ratepayer has an “excessive water bill” that is due to a leak at the ratepayer’s service address, the ratepayer may request an adjustment to their billing by completing a Water Leak Adjustment Form. The ratepayer will need to provide proof that the leak was repaired, either by providing receipts for the repair or by demonstrating sufficient water use curtailment at a subsequent meter read as determined by the General Manager.

Forms are available at the HCSD office at 5055 Walnut Drive, Cutten, CA, 95503, and on the District’s website. The General Manager, or designee, is then authorized to adjust the charges on the ratepayer’s billing in accordance with this Chapter.

For purposes of this Chapter, an “excessive water bill” means a monthly water charge based upon volumetric water usage that is equal to or exceeds 200% of the customer’s “average monthly volumetric water usage”. The “average monthly volumetric water usage” means the average water usage based upon either: (i) the three-month average for the same calendar quarter of the prior year at the same service address or (ii) if the three-month average for the prior year is not available, the average monthly usage (excluding the period of the excessive bill), for the service address.

Adjustment calculations will result in a credit of 50% of the difference between the actual water charges reflected on the excessive water bill and the average monthly charges based on the average monthly water usage (defined above). No more than two consecutive excessive water bills may be adjusted per leak event.

No more than one adjustment of this type shall be made for a ratepayer or specific service connection in a 36-month period. The maximum amount of a single credit shall not exceed \$1,000.00. To be eligible for a water leak adjustment, the account must be current or, if delinquent, enrolled in and compliant with a payment agreement. If the ratepayer experiences a second, larger leak within 36-months after a water leak adjustment has been authorized, the ratepayer may be eligible for the difference between the previous leak adjustment and the larger leak adjustment, at the General Manager’s discretion. If a second leak adjustment is authorized, the ratepayer will not be eligible for an adjustment for the following 36 months from the date of adjustment.

The approval or denial of a leak credit by the General Manager or designated staff shall be discretionary and final; should the Board President deem there to be good cause for exception, the matter may be presented to the Board of Directors for review and ultimate decision. (Ord. 2024-01, Article 7 Chapter 7.08.020, 2024)