



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

AGENDA

DATE: Tuesday, June 10, 2025

TIME: 5:00 p.m.

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

The HCSD Boardroom is open to the public during the meeting's open session segment. This meeting is also held by video/teleconference, per CA Govt Code § 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 388 963 6754 and Passcode 202520. 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 June 10, 2025 Agenda *Pgs. 1-2*
2. Approval of Minutes of the Regular Meeting of May 27, 2025 *Pgs. 3-6*

D. CORRESPONDENCE

1. LAFCo Budget for Fiscal Year 2025-26 *Pgs. 7-9*

E. REPORTS

1. General Manager
 - a) District Update *Pgs. 11-14*
2. Finance Department
 - a) May 2025 Check Register *Pgs. 15-23*
3. Engineering
 - a) Update *Pgs. 25*
4. Planning

5. Legal Counsel
6. Director Reports
7. Other

F. PUBLIC PARTICIPATION

Members of the public may comment on items not on the agenda. Please use the information above to participate via Zoom. The Board requests that speakers state their name and where they are from, be concise, and limit communications to 3 to 5 minutes. After all oral communications, the Board or staff may briefly respond with information 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.

G. OLD BUSINESS

1. City of Eureka 20-Year Capital Improvement Plan Presentation *Pgs. 27*
2. Consideration of the Employee Negotiation Ad Hoc Committee Recommendation *Pgs. 29-30*
3. Review, Consider Fiscal Year 2025/26 Draft Capital Improvement Plan (CIP) Tables *Pgs. 31-43*
4. Review of Employee Reimbursements for Fiscal Year 2024/25 *Pgs. 45*
5. Review of Appropriations Limit for Fiscal Year 2025/26 *Pgs. 47-48*

H. OLD BUSINESS

1. Consideration of Adopting Resolution 2025-06 Establishing a Budget and Updated Master Rate and Charge Schedule for Fiscal Year 2025/26 *Pgs. 49-75*

I. ADJOURNMENT

Next Res: 2025-07
Next Ord: 2025-01

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 before 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, May 27, 2025, 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: Directors Benzonelli, Gardiner, Hansen, 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 Matteoli invited those present to join in the Pledge of Allegiance.

C. CONSENT CALENDAR

1. Approval of May 27, 2025 Agenda
2. Approval of Minutes of the Regular Meeting of May 13, 2025

IT WAS MOVED BY DIRECTOR GARDINER, SECONDED BY DIRECTOR HANSEN, TO APPROVE THE MAY 27, 2025, CONSENT CALENDAR. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

D. REPORTS

1. General Manager

- a) District Update

GM reported that the District recently hired three new permanent employees: Crystal Bowman, a former temporary employee, was hired into a permanent position in Customer Service. Austin Brown, a recent McKinleyville High School graduate, was hired as a Utility Worker. Andrew Sawboh, who previously worked for the Redway Community Services District, was also hired as a Utility Worker.

3. Finance Manager

- a) April 2025 Budget Statement

FM reviewed the statement and noted that the quintennial UCMR testing has increased spending in the water/sewer analysis line item beyond the projected budget amount. The temporary labor line item is significantly over budget,

DRAFT MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
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May 27, 2025

correlating with reduced expenditures in the wages and benefits line item due to vacant positions. FM also noted that he has met with representatives from other banks and found that their fees are generally comparable to our current vendor. However, U.S. Bank has offered several suggestions to help reduce banking fees, and additional strategies for lowering these costs are currently being explored. As a result, a reduction in bank fees is anticipated in the near future. FM noted that the District receives its annual property tax disbursement from the County after the close of the Fiscal Year. Anticipated property tax revenue is expected to be approximately \$450,000. This property tax revenue will significantly reduce the revenue shortfall reported on the April 2025 Budget Statement.

Director Ryan arrived at 5:07 p.m.

3. Engineering

a. Update

AE reported that the District responded to a request from Humboldt County Public Works to support Measure O, a transportation infrastructure initiative. The District submitted utility maps, the FY 2024/25 Capital Improvement Plan (CIP), and completed a related survey. Once the FY 2025/26 CIP is adopted, it will also be shared. Staff plan to meet with the County Roads Superintendent to discuss potential project coordination, demonstrating the District's commitment to regional collaboration.

4. Planning

a. Update

USP reported that the 2024 Consumer Confidence Report (CCR) was completed and posted on the District's website, and notices are being distributed to ratepayers. Staff has been updating numerous plans, including the Hazardous Materials Business Plan, the District's Disinfection Failure Emergency Action Plan, the Spill Prevention Control and Countermeasure Plan, the Sanitary Sewer Management Plan, and the Common Ground Alliance Damage Information Reporting Tool. Two temporary employees have begun replacing old meter stock with automated water meters as part of the Automated Meter Reading CIP Program.

5. Legal Counsel

No report.

6. Director Reports

DRAFT MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
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Director Benzonelli attended a LAFCo meeting outside of her capacity as a Board member.

E. PUBLIC PARTICIPATION

None.

F. NEW BUSINESS

1. First Reading of Draft Fiscal Year 2025/26 Budget and Updated Master Rate and Charge Schedule

FM reviewed the Draft Fiscal Year 2025/26 Budget. Proposed rate increases are 13% for water and 14% for sewer services. District staff have worked to reduce the immediate impact of Capital Improvement Project (CIP) expenditures, aided by successful grant funding. Wages and benefits include a 3% Cost-of-Living Adjustment (COLA) and staffing overlap to support succession training for key retirements expected in FY 2025/26. Water purchase costs from Humboldt Bay Municipal Water District (HBMWD) and the City of Eureka (CoE) are based on historical charges, with an increase reflecting projections for anticipated rising costs. The District expects a reduction in temporary labor expenses due to the hiring of permanent staff. Sewage treatment costs are calculated using the previous year's figures along with escalation data from the CoE. CIP expenditures align projections from previous years and the acceleration associated with the City's Eliminate Bypass project. The District is projected to maintain reserves within the minimum and maximum levels recommended in the rate study. Electrical costs remain stable due to increased efficiency from SCADA systems and pump motors which have resulted in reduced overall electricity consumption.

The Board discussed the recommended budget. Several board members expressed concern about the steepness of the proposed rate increases and inquired whether these increases could be lowered, especially if upcoming grant applications were successful. The GM responded that the District is currently pursuing a significant FEMA grant proposal, which could provide funding for specific capital improvements if awarded. However, decisions on grant funding are not expected until the fourth quarter of FY 2025/26, making mid-year adjustments unlikely. The GM recommended adopting the full rate increase, noting that the District is beginning to fall behind on its CIP schedule.

The Board's discussion included the costs of debt payments tied to previous projects that earlier Boards had approved. The Board considered the option of delaying a project to reduce the rate increase. Board members pointed out that deferring maintenance would burden future ratepayers with additional costs. GM indicated that at the next Board meeting, the Board will receive the draft 2025/26 Capital Improvement Plan, which will feature a five-year schedule of capital

DRAFT MINUTES OF THE REGULAR MEETING
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May 27, 2025

improvement projects. The finalized five-year schedule will provide the Board with a clearer understanding of the necessary reserves to complete the projects.

PUBLIC COMMENT: None

IT WAS MOVED BY DIRECTOR HANSEN, SECONDED BY DIRECTOR RYAN,
TO APPROVE THE DRAFT FISCAL YEAR 2025/26 BUDGET AND UPDATED
MASTER RATE AND CHARGE SCHEDULE. MOTION CARRIED UPON THE
FOLLOWING ROLL CALL VOTE:

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

G. ADJOURNMENT

Without 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
ABSENT: NONE

THE BOARD ADJOURNED ITS REGULAR MEETING OF May 27, 2025 AT 5:48
P.M.

Submitted, Board Secretary



HUMBOLDT

Local Agency Formation Commission

670 9th Street, Suite 202, Arcata, CA 95521
(707) 445-7508 / (707) 825-9181 fax
www.humboldtlafo.org

RECEIVED
APR 11 2025

HUMBOLDT COMMUNITY
SERVICES DISTRICT

****Please note, our office location and mailing address has changed****
670 9th Street, Suite 202, Arcata, CA 95521

DATE: April 9, 2025
TO: Humboldt County Administrative Officer
City Managers
Independent Special District Managers
FROM: Colette Santsche, Executive Officer
SUBJECT: Proposed LAFCo Budget for Fiscal Year 2025-26

Humboldt LAFCo is responsible under State law to annually adopt a proposed budget by May 1st and a final budget by June 15th, and to circulate the proposed and final budgets to member agencies. The Commission is principally funded in equal thirds by the county, the cities, and the independent special districts, with the County Auditor-Controller allocating the proportionate costs. The budget process is further described in Government Code Section 56381.

Enclosed is the proposed budget for fiscal year 2025-26, as adopted by the Commission on March 19, 2025. The full staff report and work plan presented at the proposed budget hearing can be viewed at: <https://humboldtlafo.org/agendas-minutes-2025/>.

The FY 2025-26 proposed budget accommodates the following core activities:

- Application Processing: Continued processing of changes of organization and reorganization proposals that come before LAFCo at full cost recovery (no change to expense category).
- Administrative Services: Basic services and administrative functions provided by the Executive Officer and Clerk/Analyst increased from \$60,000 to \$61,000 (1.7% increase).
- MSR and SOI Updates: Increased from \$50,000 to \$52,000 (4% increase) to reflect the growing need for staff time and resources to prepare comprehensive Municipal Service Reviews and Sphere of Influence updates. These updates are essential to meet State-mandated requirements and address evolving service demands.
- Website Services: Increased hosting and license costs to support web-based mapping of agency boundaries and spheres from \$850 to \$1,000 (17.6% increase).
- Other Services and Supplies: Increases in insurance (2.9%), memberships (2.1%), and travel and transportation (7.3%).

To support these activities, the Commission is proposing a 2.8% increase in member contributions, from \$44,750 to \$46,000 for each agency category (county, cities, districts). These costs will be apportioned among the seven cities, 49 independent special districts, and the county.

The **final budget** will be considered for adoption at a public hearing scheduled for:

Date: Wednesday, May 21, 2025

Time: 9:00 a.m.

Location: Eureka City Hall Council Chambers (2nd Floor)
531 K Street, Eureka, CA 95501

LAFCo respectfully requests comments by Friday, May 9, 2025. Comments may be mailed to:

Humboldt LAFCo
670 9th Street, Suite 202
Arcata, CA 95521

Or emailed to: krystleh@humboldtlafo.org

Please contact LAFCo staff at (707) 445-7508 with any questions.

cc: Humboldt County Auditor-Controller's Office

Humboldt LAFCo Operating Budget

Revenues:

| | | FY 2023-2024 | | FY 2024-2025 | | FY 2025-2026 | |
|------------------|----------------------|--------------|-----------------|--------------|-----------------|--------------|--------------------------|
| Account | Revenue Category | Adopted | Year-End Actual | Adopted | Mid Year Actual | Proposed | % Change from Prior Year |
| 800870 | Charges for Services | | | | | | |
| | County | \$43,400 | \$221,669.74 | \$44,750 | \$169,362.20 | \$46,000 | 2.8% |
| | Cities | \$43,400 | \$43,400.00 | \$44,750 | \$44,750.00 | \$46,000 | 2.8% |
| | Special Districts | \$43,400 | \$39,279.19 | \$44,750 | \$43,523.95 | \$46,000 | 2.8% |
| | Application Fees | \$55,000 | \$95,590.55 | \$55,000 | \$36,336.25 | \$55,000 | 0.0% |
| 402205 | Interest | \$2,510 | \$3,737.49 | \$2,990 | 2,094.35 | \$3,000 | 0.3% |
| REVENUE SUBTOTAL | | \$187,710 | \$225,407.23 | \$192,240 | \$171,457 | \$196,000 | 2.0% |

Operating Expenses:

| | | FY 2023-2024 | | FY 2024-2025 | | FY 2025-2026 | |
|-----------------------------|---------------------------------|--------------|----------------------|--------------|-----------------|--------------|--------------------------|
| Account | Expense Category | Adopted | Year-End Actual | Adopted | Mid-Year Actual | Proposed | % Change from Prior Year |
| 2106 | Communications | \$160 | \$155.40 | \$240 | \$120.00 | \$240 | 0.0% |
| 2110 | Insurance | \$3,400 | Posted FY2022 \$0.00 | \$3,400 | \$3,071.47 | \$3,500 | 2.9% |
| 2115 | Memberships | \$4,750 | \$4,518.00 | \$4,750 | \$4,664.00 | \$4,850 | 2.1% |
| 2117 | Office Supplies | \$500 | \$740.30 | \$500 | \$136.71 | \$500 | 0.0% |
| 2118 | Professional & Special Services | \$165,900 | \$196,632.25 | \$171,550 | \$102,206.45 | \$174,760 | 1.9% |
| | Legal Services | \$5,000 | \$2,484.50 | \$5,000 | \$795.50 | \$5,000 | 0.0% |
| | Application Processing | \$55,000 | \$67,305.55 | \$55,000 | \$42,336.25 | \$55,000 | 0.0% |
| | Basic Services-EO/Clerk | \$55,000 | \$55,930.00 | \$60,000 | \$30,388.75 | \$61,000 | 1.7% |
| | MSRs/SOIs | \$50,000 | \$50,415.00 | \$50,000 | \$27,648.75 | \$52,000 | 4.0% |
| | Website Services | \$200 | \$97.20 | \$850 | \$797.20 | \$1,000 | 17.6% |
| | Meeting Exp/Slipends | \$700 | \$400.00 | \$700 | \$240.00 | \$760 | 8.6% |
| 2119 | Publications & Legal Notices | \$1,500 | \$1,063.85 | \$1,000 | - | \$1,000 | 0.0% |
| 2121 | Rents & Leases - Structures | \$5,400 | \$5,400.00 | \$6,000 | \$3,000.00 | \$6,000 | 0.0% |
| 2125 | Transportation & Travel | \$6,100 | \$3,258.71 | \$4,800 | \$4,370.32 | \$5,150 | 7.3% |
| | Mileage/Travel (In-County) | \$800 | \$444.36 | \$600 | \$314.89 | \$650 | 8.3% |
| | Mileage/Travel (Out-of-County) | \$3,300 | \$1,039.35 | \$2,800 | \$2,363.43 | \$3,000 | 7.1% |
| | Conference Registration | \$2,000 | \$1,775.00 | \$1,400 | \$1,692.00 | \$1,500 | 7.1% |
| Contingency/ Carryover 2020 | Contingency | - | - | - | - | - | 0.0% |
| Contingency Total | | - | - | - | - | - | - |
| EXPENSE SUBTOTAL | | \$ 187,710 | \$ 211,768.51 | \$ 192,240 | \$117,568.95 | \$ 196,000 | 2.0% |

Operating Difference
(Negative Balance Indicates Use of Reserves)

| | | | | | | | |
|--------------------------------------|--------------|--------------|--|--------------|--|--|--|
| Unreserved/Unrestricted Fund Balance | | | | | | | |
| Beginning | \$112,408.42 | | | \$126,047.14 | | | |
| Ending | | \$126,047.14 | | | | | |

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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: June 6, 2025

SUBJECT: General Manager Report for June 10, 2025 Board Meeting

Hoover Flood Resiliency Project

District staff and consultant GHD are working to implement the grant-funded flood resilience project at the Hoover Street Lift Station. The Hoover Lift Station is situated in a wetland at the north end of Myrtletown behind the Eureka Pentecostal Church. This station pumps wastewater that is collected from all of Myrtletown and neighborhoods in the northern part of Cutten and pumps that water to the City's Hill Street Lift Station at the end of Tydd Road. The Hoover Lift Station manages as much as 40M gallons of flow per month during extreme wet weather. The project is currently in the design and permitting phases.

The project concept is to build a low levee or flood wall around the lift station property to keep flood water out with the added benefit of having the capacity to capture and hold up to 350,000 gallons of wastewater in the event that the station becomes overwhelmed. If the space within the levee is used to capture and store spilling wastewater, District staff would be able to recover that wastewater and ensure it goes back into the system to be treated rather than be released into Humboldt Bay.

As part of the planning and design process, a geotechnical study is necessary to determine what kind of structures the earth below the lift station can accommodate. To support that effort, a drilling contractor will be boring down to collect samples of the subsurface materials. The contractor will drill two to four geotechnical borings 25 feet deep while avoiding wetlands and sensitive habitat. The California Coastal Commission requires the District to obtain a permit for this activity.

The permit is currently under consideration and will be heard at a Coastal Commission meeting in July. Public notices of the permit application for the boring activities have been posted to the fence at the Hoover Lift Station. A photo of the notice has been included in this Board packet.

Fields Landing and King Salmon

The County of Humboldt, in conjunction with Cal Poly Humboldt are working on a planning study to analyze how to manage current and future frequent flooding in the King Salmon and

Fields Landing communities. They are holding an outreach event on Saturday, June 7 and Sunday, June 8. Some District staff are planning to attend both sessions.

- Saturday, June 7, 12-3 pm at the Christ Redeemer Church, 510 Depot Road, Fields Landing
- Sunday, June 8, 12-3 pm at Johnny's at the Beach, 1821 Buhne Drive, King Salmon

A flyer for the event is included with this Board packet. The organizers will be providing free lunch and are encouraging the community to attend.

Additionally, a link to the project website hosted by Cal Poly Humboldt can be found below.

<https://flks.create.humboldt.edu>

Fields Landing & King Salmon Community!

We want to hear about your **flood experiences!**



Join us for a community workshop to discuss flooding hazards with fellow community members, county staff, & local agency representatives.

Fields Landing Workshop
12-3PM June 7, 2025
Christ the Redeemer Church
510 Depot Rd., Fields Landing

King Salmon Workshop
12-3PM June 8, 2025
Johnny's At The Beach
1821 Buhne Dr., King Salmon



Free Lunch!

Families Welcome!

For more information, questions, or to learn more about our project, please visit flks.create.humboldt.edu



To hear more community updates & connect with neighbors, please join our Facebook group:



Fields Landing & King Salmon - Living with Water





Coastal Commission Public Notice Posted to the Fence at Hoover Lift Station

Accounts Payable

Checks by Date - Detail by Check Date

User: FM
Printed: 6/5/2025 2:12 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 |
|-------------------------------|-------------------------|---|-------------------------|--------------|
| 57978 | A160 | ACWA-JPIA | 05/02/2025 | |
| | 705790 | EAP Plan - Employees | | 54.56 |
| | 705790 | kVision Plan - Retired Members | | 375.12 |
| | 705790 | jDental Plan - Retired Members | | 1,290.92 |
| | 705790 | iMedical Plan -Retired Members | | 27,310.64 |
| | 705790 | hLife/AD&D Plan -Board Members | | 29.55 |
| | 705790 | gVision Plan - Board Members | | 62.52 |
| | 705790 | fDental Plan - Board Members | | 342.64 |
| | 705790 | eMedical Plan - Board Members | | 11,640.87 |
| | 705790 | dLife/AD&D Plan - Employees | | 362.05 |
| | 705790 | cVision Plan - Employees | | 343.86 |
| | 705790 | bDental Plan - Employees | | 1,374.56 |
| | 705790 | aMedical Plan - Employees | | 52,431.83 |
| | 705790 | mCOBRA - Dental | | 98.92 |
| | 705790 | EAP Plan - Board Members | | 12.40 |
| | 705790 | ICOBRA - Medical | | 3,113.97 |
| | 705790 | nCOBRA - Vision | | 31.26 |
| Total for Check Number 57978: | | | | 98,875.67 |
| 57979 | A790 | Automation Direct | 05/02/2025 | |
| | 17692994 | RUKO STEP DRILL BIT, STANDARD DUTY | | 115.29 |
| | 17698556 | SAGINAW SUBPANEL | | 36.98 |
| | 17747603 | RUKO KNOCKOUT PUNCH, 3/4 IN CONDUIT | | 34.26 |
| Total for Check Number 57979: | | | | 186.53 |
| 57980 | B570 | Blankenship Const. Inc. | 05/02/2025 | |
| | 02012025 | Repair of main access gate | | 429.25 |
| Total for Check Number 57980: | | | | 429.25 |
| 57981 | C036 | Corporate Payment Systems | 05/02/2025 | |
| | 03042025 | DT/Ice for water samples | | 6.78 |
| | 06081 | JM/Big 5 - Employee Dinner Raffle | | 147.40 |
| | 07496 | JM/Costco - Employee Dinner Raffle | | 238.04 |
| | 07522 | TK/Employee Lunch - Tandoori Bites TK/JM/M | | 60.04 |
| | 125 7 29 120 | JM/Costco shelving for upper parts building. | | 436.98 |
| | 20537 | JM/Target - Employee Dinner Raffle | | 298.78 |
| | 5045 | MM/Microsoft - Exchange Email | | 104.00 |
| | 5045 | MM/Microsoft - Projects for KR | | 30.00 |
| | 507200008832 | DT/Shelves for small truck garage | | 655.47 |
| | 5817 | MM/DRI Crash Plan | | 29.97 |
| | 58339 | TK/Fairfield Inn Sacramento 3/16-3/22/25 CA | | 898.02 |
| | 58340 | TK/Fairfield Inn Sacramento 3/19-3/22/25 BMeI | | 449.01 |
| | 612348 | WP/SHOP TOOLS - PRY BARS, TELESCOPIC | | 36.10 |
| | 79841 | JM/Sportsmans warehouse - Employee Dinner R | | 68.65 |
| | 82741 | TK/Amazon - Office Supplies - DESK BLOTTE | | 38.76 |
| | 92294 | JM/SHAFERS - Employee Dinner Raffle | | 379.23 |
| | S00002 | DT/Ice for water samples | | 19.47 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|--|--|-------------------------|---|
| Total for Check Number 57981: | | | | 3,896.70 |
| 57982 | C180 6011621139 6011621139 | Canon Solutions America Inc. Office/Black Copies WXD03492- Office/Color Copies WXD03492- | 05/02/2025 | 9.17 68.75 |
| Total for Check Number 57982: | | | | 77.92 |
| 57983 | C430 03312025 | City of Eureka: WA Water Purchased - MARCH 2025 | 05/02/2025 | 60,968.00 |
| Total for Check Number 57983: | | | | 60,968.00 |
| 57984 | C450 04142025 04142025 | City of Eureka: Water Test Microbiological Testing - MARCH 2025 PRIOR UNDERPAYMENT | 05/02/2025 | 544.00 1.00 |
| Total for Check Number 57984: | | | | 545.00 |
| 57985 | C475 07703635P 07703954P 07704182P 0787610S | Coast Counties Peterbilt UNIT# 10 ELEMENT - CRANK CASE VENTI LIGHT - LED COMB MKR/CL YEL 2 #18 SPARE PARTS UNIT#20 - CLEARED FAULTS - REGENERA | 05/02/2025 | 156.90 54.70 42.00 326.87 |
| Total for Check Number 57985: | | | | 580.47 |
| 57986 | E330 545881/7 | Englund Marine and Industrial Supply TEFLON TAPE, THREAD SEALANT, BALL V | 05/02/2025 | 96.04 |
| Total for Check Number 57986: | | | | 96.04 |
| 57987 | E485 179182/3 179258/3 179504/3 179588/3 179800/3 179887/3 180051/3 180111/3 180239/3 180270/3 180325/3 180346/3 180388/3 180408/3 180466/3 | Cooney Parris and Rieke Corp MODIFIED TRS SDS 8X1/2 PIPE INSULATION 1'X6" 2x6x8 DF #2BTR PREM S4S GRN ELBOW PVC 90D EA 1", ADAPTER TERMIN SMPL GRN CLNR, ARMR ALL PROTECTAN KNEELING PAD, GRAFFITI RMVR, GOOF O DUAL TEMP HEATGUN 9V BATTERIES - LEAK DETECTOR MLS SOCKET ADAPTER 3PC SET HOT WATER PISTOL NOZZLE SPRY PNTS, YLW, ORNG, YLW, DROP CLO OFFICE SIDING - OSC BLD UF WD 1-3/8" - M MULT MAT DRL BT 3/8X4X6" MITCHELL RD, CUST SD REPAIR - PIPE, TH HOSE MENDR MALE 5/8 & 3/4" | 05/02/2025 | 7.32 4.34 18.31 14.29 24.56 51.08 35.88 21.74 15.21 19.56 70.17 36.96 14.13 19.09 10.43 |
| Total for Check Number 57987: | | | | 363.07 |
| 57988 | E558 444580 444960 445365 445670 | NAPA Auto Parts of Eureka UNIT# 18 - 2.5 BLUE DEF MULTI-PURPOSE CLEANER AIKEN REPEL WIPER BLADE 21 GRS GUN, MOLY LUBE, CART PLEX EP GR | 05/02/2025 | 70.96 38.58 27.98 167.84 |
| Total for Check Number 57988: | | | | 305.36 |
| 57989 | E650 101461 | Eureka Ready Mix Base rock & pea rock for yard - TICKET#S 901 | 05/02/2025 | 1,291.41 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|-------------------------|--|-------------------------|--------------|
| | 101733 | TICKET#S 90459, 90465, 90477, 90481 AND 5 | | 2,143.74 |
| | 101885 | CLASS 2 BASE TON DEIVERED | | 439.08 |
| Total for Check Number 57989: | | | | 3,874.23 |
| 57990 | F049 | Fastenal Company | 05/02/2025 | |
| | CAEUR136194 | GLVS, RESPIRATOR, PIPE SEALING TAPE, 1 | | 83.07 |
| | CAEUR136194 | XL SG-375 PF GLV 50CT | | 110.00 |
| | CAEUR136686 | BLK CHSL MRKR, RECIP SAW BLADE, DISI | | 52.29 |
| | CAEUR136686 | BATTERIES, SL SG-375 GLV, XL OR DISP GI | | 345.43 |
| | CAEUR136762 | EARPLUGS, SPLIT BCK DRVR GLVS, WD-40 | | 153.88 |
| | CAEUR136836 | LG FLEXGRD GLV, SFTY GLASSES | | 28.18 |
| | CAEUR136836 | DEET INSECT REPELLANT, BLUE LATEX 1 | | 128.19 |
| Total for Check Number 57990: | | | | 901.04 |
| 57991 | F050 | Fastenal Industrial | 05/02/2025 | |
| | CAEUR136835 | CNTRCTR BAG, KLEENEX | | 209.38 |
| Total for Check Number 57991: | | | | 209.38 |
| 57992 | F280 | Fidelity National Title Company | 05/02/2025 | |
| | FTOACC2025-1 | Document search for easements on properties wi | | 250.00 |
| Total for Check Number 57992: | | | | 250.00 |
| 57993 | G150 | Gaynor Telesystems Inc. | 05/02/2025 | |
| | SUB4047.0425 | Cloud Subscription Charges - 04.15.25 - 05.14.2 | | 335.84 |
| | SUB4047.0425 | SUBSCRIPTION FEES AND SURCHARGES | | 83.27 |
| Total for Check Number 57993: | | | | 419.11 |
| 57994 | G310 | GHD Inc. | 05/02/2025 | |
| | 380-0068111 | HOOVER SLS FPP - PRELIM ENGRNG DESI | | 7,656.44 |
| | 380-0068111 | HOOVER SLS FPP - CEQA MND AND NEPA | | 632.79 |
| | 380-0068111 | HOOVER SLS FPP - PROJECT MNGMNT - R | | 924.19 |
| Total for Check Number 57994: | | | | 9,213.42 |
| 57995 | H010 | Keenan Supply | 05/02/2025 | |
| | S014291185.001 | Crane St SMR parts. Delivered to yard. | | 56,204.97 |
| | S014291185.002 | CLOW F6102 8 250 FLNG RW NRS GATE VL | | 1,673.65 |
| | S014322839.001 | Parts for 2828 ONeil Ln & yard stock. | | 1,075.48 |
| | S014332214.001 | CONCRETE LID, GASKET, COUPLING, TRF | | 2,082.86 |
| | S014336924.001 | CREDIT - COUPLINGS | | -251.46 |
| | S014338800.001 | Fire hydrant repair/replace corner of Park & Ned | | 6,925.35 |
| | S014338800.002 | Fire hydrant repair/replace corner of Park & Ned | | 925.77 |
| | S014350157.001 | 4R 150 FLNG NUT BOLT KIT | | 38.02 |
| Total for Check Number 57995: | | | | 68,674.64 |
| 57996 | H045 | Harper and Associates Engineering Inc. | 05/02/2025 | |
| | ENG-8976 | ENGINEERING/CONSTRUCTION MGMNT S | | 2,400.00 |
| Total for Check Number 57996: | | | | 2,400.00 |
| 57997 | H060 | Harvey M. Harper Co. | 05/02/2025 | |
| | 5319773 | Unit 3 oil plug. | | 18.06 |
| | 5319993 | Unit #2 transmission flush. | | 211.69 |
| | 5320295 | Oil filter unit 4. | | 17.82 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|-------------------------|--|-------------------------|--------------|
| Total for Check Number 57997: | | | | 247.57 |
| 57998 | H810 | Humboldt Waste Management Auth | 05/02/2025 | |
| | 1000014291 | TREATED WOOD WASTE - COMMERCIAL I | | 57.00 |
| | 1000014291 | SOLID WASTE SELF-HAUL OFFICE SIDING | | 15.39 |
| | 1000014291 | SOLID WASTE SELF-HAUL - OLD SIDING R | | 88.51 |
| Total for Check Number 57998: | | | | 160.90 |
| 57999 | I780 | Itron Inc. | 05/02/2025 | |
| | 704667 | ANNUAL FCS SFTW MAINTENANCE, UP TO | | 3,004.63 |
| Total for Check Number 57999: | | | | 3,004.63 |
| 58000 | J800 | Johnson's Mobile Rentals LLC | 05/02/2025 | |
| | 197214 | Temp. fencing 12x6 Ridgewood Tank. | | 297.39 |
| Total for Check Number 58000: | | | | 297.39 |
| 58001 | M348 | Microbac Laboratories, Inc | 05/02/2025 | |
| | 181416 | Spruce Point Well sampling | | 537.00 |
| | 181594 | Spruce Point Well Water sample for Perchlorate | | 168.00 |
| Total for Check Number 58001: | | | | 705.00 |
| 58002 | M450 | Mission Linen | 05/02/2025 | |
| | 523603102 | Uniforms/Mats | | 221.28 |
| | 523647641 | Uniforms/Mats | | 422.65 |
| | 523689562 | Uniforms/Mats | | 221.96 |
| | 523731043 | Uniforms/Mats | | 425.36 |
| Total for Check Number 58002: | | | | 1,291.25 |
| 58003 | M560 | The Mitchell Law Firm LLP | 05/02/2025 | |
| | 7020 | LEGAL SERVICES - FEBRUARY 2025 | | 848.00 |
| | 7308 | LEGAL SERVICES - MARCH 2025 | | 320.00 |
| Total for Check Number 58003: | | | | 1,168.00 |
| 58004 | M780 | Municipal Maintenance Equipmen | 05/02/2025 | |
| | 035526 | Parts for unit 18 and 20 - 8" KING CLAMP FOR | | 76.34 |
| | 035554 | Parts for unit 18 and 20 - DIPSTICK, DUAL SE | | 313.88 |
| Total for Check Number 58004: | | | | 390.22 |
| 58005 | P010 | Pacific Gas and Electric-GN | 05/02/2025 | |
| | 05052025 | bHH Water System | | 10,454.66 |
| | 05052025 | cFW/MR Water System | | 209.75 |
| | 05052025 | dGeneral Sewer System | | 7,509.46 |
| | 05052025 | eKS/HH Sewer System | | 2,478.75 |
| | 05052025 | fOffice/Yard | | 5,471.27 |
| | 05052025 | gSpark energy Gas/LP Gas Chgs | | 541.23 |
| | 05052025 | aWA Pump & District/Cummings | | 5,680.25 |
| Total for Check Number 58005: | | | | 32,345.37 |
| 58006 | P130 | Pacific Gas and Electric-St | 05/02/2025 | |
| | 05052025 | Street Lights: | | 6,608.71 |
| Total for Check Number 58006: | | | | 6,608.71 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|--|--|-------------------------|--|
| 58007 | P190 231244 | Pacific Paper Co TONER CTRDG (ASM OFFICE), POCKET CA | 05/02/2025 | 370.24 |
| Total for Check Number 58007: | | | | 370.24 |
| 58008 | P430 255874 256098 256188 256374 257167 257464 257987 259061 259062 259465 | Pierson Building Center 1/4 BALL VALVE, BRASS BUSHING 3/8MPT 60LB PREMIX CONCRETE CEMENT PRIMER, BUSHINGS, BALL VALV UNDER EAVE VENT, MECH TIMER 60LB PREMIX CONCRETE 60LB PREMIX CONCRETE FRONT OFFICE LOBBY SECURITY -FASTER FNY 4-1/2 X 1/16 ME4TAL CUTS, FLAPDISC G&B PREMIUM TOP SOIL 1 CUFT 4INX 75FT BUTYL FORTIFLASH | 05/02/2025 | 49.57 35.24 81.45 25.77 35.24 61.66 45.07 20.46 13.21 49.60 |
| Total for Check Number 58008: | | | | 417.27 |
| 58009 | P550 04012025 1027087762 1027087762 1027087762 1027317935 | Pitney Bowes Inc POSTAGE REFILL EQUIPMENT SERVICE AGREEMENT Qtrly Rent Base C Series Qtrly Rent Base C Series RED INK CARTRIDGE | 05/02/2025 | 200.00 11.15 40.91 84.36 99.28 |
| Total for Check Number 58009: | | | | 435.70 |
| 58010 | P557 6E05366 6E10590 6E13850 6E15839 | Rexel USA Inc. 17540 TEKHW10114 10X1-14H, QUI 576-110- COND ELBOW, CONDUIT COUPLING, CON PUNCH/DIE SET, CONDUIT, PVC 1-IN TYPE PVC 1-IN TYPE-T COND FTG | 05/02/2025 | 62.97 96.50 335.01 44.54 |
| Total for Check Number 58010: | | | | 539.02 |
| 58011 | P780 57861 | Powell Concrete Pumping Concrete pump for Donna Dr temp tanks. | 05/02/2025 | 449.40 |
| Total for Check Number 58011: | | | | 449.40 |
| 58012 | S145 403763 | Schmidbauer Building Supply Office siding - HARDI PL LAT CM 5/16X8 - 1/4 | 05/02/2025 | 374.45 |
| Total for Check Number 58012: | | | | 374.45 |
| 58013 | S750 05012025 | Standard Insurance Company Short&Long Term Empl Disability - 5.1.25 - 5/3 | 05/02/2025 | 1,653.19 |
| Total for Check Number 58013: | | | | 1,653.19 |
| 58014 | U601 2869286 2869286 | US Bank DebtService 2014 WasteRevBond DebtService 2014 WasteRevBond | 05/02/2025 | 235,000.00 125,787.51 |
| Total for Check Number 58014: | | | | 360,787.51 |
| 58015 | U730 INV00650075 INV00668462 | USA Bluebook Hydrostatic test pump HACH DPD SAMPLES | 05/02/2025 | 4,756.16 273.28 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|-------------------------|---------------------------------------|-------------------------|--------------|
| Total for Check Number 58015: | | | | 5,029.44 |
| 58016 | V700 | Valley Pacific Petroleum Services Inc | 05/02/2025 | |
| | INV 25-899624 | YARD FUEL | | 3,425.52 |
| | INV-25-893997 | YARD FUEL | | 3,797.41 |
| Total for Check Number 58016: | | | | 7,222.93 |
| 58017 | W700 | Whitchurch Engineering Inc. | 05/02/2025 | |
| | HCD-256528 | DR. OFFICE LANE SEWER REHAB DESIGN | | 69.00 |
| | HCD-256528 | DR. OFFICE LANE SEWER REHAB DESIGN | | 127.50 |
| | HCD-256528 | DR. OFFICE LANE SEWER REHAB DESIGN | | 475.00 |
| | HCD-256528 | DR. OFFICE LANE SEWER REHAB DESIGN | | 1,015.00 |
| | HCD-256529 | ENGINEERING MNGR ZJ 6HRS | | 960.00 |
| | HCD-256529 | ENGINEERING MNGR DT 7HRS | | 380.00 |
| | HCD-256529 | ASST ENGINEER 5HRS | | 425.00 |
| Total for Check Number 58017: | | | | 3,451.50 |
| 58018 | W730 | Wienhoff Drug Testing Inc | 05/02/2025 | |
| | 129504 | EXCESSIVE COLL FEE / BB / 01.15.25 | | 10.00 |
| | 129504 | EXCESSIVE COLL FEE / HR / 03.19.25 | | 10.00 |
| | 129504 | DOT PRE-EMPLOYMENT / HR 03.19.25 | | 60.00 |
| Total for Check Number 58018: | | | | 80.00 |
| 58019 | UB*02251 | PETRA MILLER | 05/02/2025 | |
| | | Refund Check | | 7.53 |
| | | Refund Check | | 22.44 |
| | | Refund Check | | 33.82 |
| | | Refund Check | | 26.18 |
| Total for Check Number 58019: | | | | 89.97 |
| 58020 | UB*02252 | SANDRA/KELLEY ROSAS/GARRETT | 05/02/2025 | |
| | | Refund Check | | 59.20 |
| | | Refund Check | | 11.59 |
| | | Refund Check | | 76.49 |
| Total for Check Number 58020: | | | | 147.28 |
| 58021 | UB*02253 | ROBIN RONAY | 05/02/2025 | |
| | | Refund Check | | 6.83 |
| | | Refund Check | | 56.83 |
| | | Refund Check | | 34.26 |
| | | Refund Check | | 26.51 |
| Total for Check Number 58021: | | | | 124.43 |
| 58022 | UB*02254 | PAUL RUPP | 05/02/2025 | |
| | | Refund Check | | 16.82 |
| | | Refund Check | | 24.90 |
| | | Refund Check | | 12.19 |
| | | Refund Check | | 32.00 |
| | | Refund Check | | 32.15 |
| Total for Check Number 58022: | | | | 118.06 |
| 58023 | UB*02255 | MIGUEL CUEVAS | 05/02/2025 | |
| | | Refund Check | | 2.64 |
| | | Refund Check | | 0.54 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|----------|-------------------------|---------------------------------------|-------------------------------|--------------|
| | | Refund Check | | 3.40 |
| | | Refund Check | | 3.41 |
| | | Refund Check | | 0.74 |
| | | | Total for Check Number 58023: | 10.73 |
| 58024 | UB*02256 | ARROW PROPERTY MGMT | 05/02/2025 | |
| | | Refund Check | | 25.14 |
| | | Refund Check | | 11.19 |
| | | Refund Check | | 53.87 |
| | | Refund Check | | 32.47 |
| | | | Total for Check Number 58024: | 122.67 |
| 58025 | UB*02257 | JUSTIN ADAMS CONSTRUCTION | 05/02/2025 | |
| | | Refund Check | | 10.37 |
| | | Refund Check | | 45.37 |
| | | Refund Check | | 27.36 |
| | | Refund Check | | 30.48 |
| | | | Total for Check Number 58025: | 113.58 |
| 58026 | UB*02258 | MICHAEL MULLENNIEX | 05/02/2025 | |
| | | Refund Check | | 55.67 |
| | | Refund Check | | 24.76 |
| | | Refund Check | | 47.67 |
| | | Refund Check | | 71.90 |
| | | | Total for Check Number 58026: | 200.00 |
| 58027 | UB*02259 | RICHARD P. PHD BOROUGH | 05/02/2025 | |
| | | Refund Check | | 10.49 |
| | | Refund Check | | 17.45 |
| | | Refund Check | | 52.62 |
| | | Refund Check | | 40.71 |
| | | | Total for Check Number 58027: | 121.27 |
| | | | Total for 5/2/2025: | 680,343.51 |
| 58028 | A210 | Petrusha Enterprises Inc. | 05/15/2025 | |
| | 733253 | Commercial Fire Monitoring | | 106.50 |
| | 733253 | AES Comm Fire Alarm Comms | | 120.00 |
| | 733253 | Open/Close Reporting | | 45.00 |
| | | | Total for Check Number 58028: | 271.50 |
| 58029 | C180 | Canon Solutions America Inc. | 05/15/2025 | |
| | 6011726998 | Office/Color Copies WXD03492- | | 168.03 |
| | 6011726998 | UseTaxRecoveryFee/OfficeCopier | | 8.97 |
| | 6011726998 | Office/Black Copies WXD03492- | | 36.85 |
| | | | Total for Check Number 58029: | 213.85 |
| 58030 | E485 | Cooney Parris and Rieke Corp | 05/15/2025 | |
| | 180133/3 | COPPER TUBE 1/4"X50', BRASS BALL VLVE | | 58.20 |
| | 180562/3 | 1" PVC COUPLE, STRAPS, PVC ELBOWS, C | | 37.69 |
| | 180685/3 | LED PAR38 E26 DL 90W, KILLER WEED & C | | 156.56 |
| | | | Total for Check Number 58030: | 252.45 |

| Check No | Vendor No Invoice No | Vendor Name Description | Check Date Reference | Check Amount |
|-------------------------------|-------------------------|---|-------------------------|--------------|
| 58031 | H410 | Humboldt Bay Municipal Water D | 05/15/2025 | |
| | 16926000 | Water Purchased - APRIL 2025 | | 95,405.62 |
| | 16926000 | PF-2 RECONCILIATION FROM FY 2023-2024 | | -179.55 |
| Total for Check Number 58031: | | | | 95,226.07 |
| 58032 | I401 | Industrial Electric Arcata Inc | 05/15/2025 | |
| | IN53518 | Conduit at Donna Tank | | 26.69 |
| | IN53534 | Cable for 4-20 loop for level at Donna Tank | | 50.57 |
| | IN53617 | Conduit at Blue Spruce Tank | | 210.86 |
| | IN53618 | Clamps for conduit at Pigeon Point Tank | | 43.82 |
| | IN53703 | Wire to Solar at Pigeon Point Tank | | 152.15 |
| Total for Check Number 58032: | | | | 484.09 |
| 58033 | I525 | Infosend | 05/15/2025 | |
| | 285862 | UB/Process and Mail/Bills - | | 4,982.65 |
| Total for Check Number 58033: | | | | 4,982.65 |
| 58034 | L475 | Lotus Mountain Printing | 05/15/2025 | |
| | 17402 | Hat order-12 small | | 218.09 |
| Total for Check Number 58034: | | | | 218.09 |
| 58035 | M101 | MapleService Inc. | 05/15/2025 | |
| | 614082 | Work to clear cust sink caused by sediment from | | 346.00 |
| Total for Check Number 58035: | | | | 346.00 |
| 58036 | M350 | Mid-City Motor World | 05/15/2025 | |
| | 5223680 | Unit 19 brake repair. pre approved MT/KR | | 221.70 |
| Total for Check Number 58036: | | | | 221.70 |
| 58037 | P430 | Pierson Building Center | 05/15/2025 | |
| | 255039 | EXTEN CORD, WIRE ROPES, AIRCRAFT CA | | 113.68 |
| | 260230 | LED 11.1W BULB, LED PAR 38 FLOOD BUL | | 96.44 |
| Total for Check Number 58037: | | | | 210.12 |
| 58038 | P785 | Powell Landscape Materials | 05/15/2025 | |
| | 5379A | Concrete for water sample stations. | | 235.94 |
| Total for Check Number 58038: | | | | 235.94 |
| 58039 | R250 | Recology Humboldt County | 05/15/2025 | |
| | 34004929 | Garbage Service - 04.01.25 - 04.30.25 | | 612.65 |
| Total for Check Number 58039: | | | | 612.65 |
| 58040 | S117 | Sage Designs Inc | 05/15/2025 | |
| | 2408226-04 | Surge Arrestor,Feeder Cable,474 RTU,Trio Radi | | 2,220.27 |
| | 2408226-04 | Surge Arrestor,Feeder Cable,474 RTU,Trio Radi | | 2,220.27 |
| | 2408226-04 | Surge Arrestor,Feeder Cable,474 RTU,Trio Radi | | 2,220.27 |
| | 2408226-04 | Surge Arrestor,Feeder Cable,474 RTU,Trio Radi | | 2,220.27 |
| | 2408226-04 | Surge Arrestor,Feeder Cable,474 RTU,Trio Radi | | 2,220.27 |
| | 2408226-04 | Surge Arrestor,Feeder Cable,474 RTU,Trio Radi | | 2,220.27 |
| | 2408226-04 | Surge Arrestor,Feeder Cable,474 RTU,Trio Radi | | 2,220.27 |
| | 2408226-04 | Surge Arrestor,Feeder Cable,474 RTU,Trio Radi | | 2,220.27 |
| | 2408226-04 | Surge Arrestor,Feeder Cable,474 RTU,Trio Radi | | 2,220.27 |
| | 2408226-04 | Surge Arrestor,Feeder Cable,474 RTU,Trio Radi | | 2,220.27 |

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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: June 6, 2025
Subject: Assistant Engineer Progress Report for June 10, 2025 Board Meeting

Sanitary Sewer Spill – Herrick Avenue and Noe Avenue

On Tuesday, June 4, 2025, the District responded to a sanitary sewer spill that occurred at the intersection of Herrick Avenue and Noe Avenue. The incident was reported to the District office at 10:00 A.M. from a customer call in, and District forces responded immediately, arriving on site by 10:15 A.M.

Upon arrival, District forces identified an active overflow from the force main system, discharging into the roadway. The spill was estimated to have lasted approximately 30 minutes with an estimated total volume of 750 gallons of sewage escaping the failed pressure sewer system. District forces quickly deployed sandbags to contain the spill within the roadway and prevent it from entering storm drains or nearby residential properties. No wastewater reached any drainage conveyance systems or surface water.

In total, four vacuum trucks were dispatched to the scene; two operated by the District and two provided by the City of Eureka. The City's equipment assisted in relieving flow from the force main system while District vac trucks returned collected wastewater to the system via a nearby manhole. Approximately 100 gallons of wastewater were recovered; the remainder was absorbed into adjacent vegetated areas within the public right-of-way.

After the sanitary sewer overflow was contained by the vacuum trucks, District forces excavated nine feet to the failed six-inch asbestos cement sewer main and repaired and replaced the failed section.

District Staff reported the incident to the appropriate regulatory agencies and completed the required documentation in accordance with the California Integrated Water Quality System (CIWQS).

Humboldt Community Services District

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AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: June 10, 2025

AGENDA ITEM: G.1

TITLE: City of Eureka 20-Year Capital Improvement Plan Presentation

PRESENTED BY: Terrence Williams, Finance Manager

Recommendation:

Receive a presentation from Jesse Willor, City of Eureka Engineer, about the City of Eureka 20-Year Capital Improvement Plan.

Summary:

The City of Eureka maintains the infrastructure of its wastewater collection system and the Greater Eureka Area Wastewater Treatment Plant, which is used to transport and treat wastewater from the Humboldt Community Services District. Per the contract agreement, each year, the District allocates funds to cover a portion of the City's Capital Improvement Program for maintenance and improvements to infrastructure that transports and treats wastewater generated within the Humboldt Community Services District.

The City of Eureka and HCSD have a 2x2 committee that meets quarterly that includes Director Matteoli, Director Benzonelli, Councilmember Scott Bauer, Councilmember Leslie Castellano, and staff from both the City and the District. The City's presentation resulted from the communication and collaboration between the District and the City.

The link below is to the City's currently adopted five-year Capital Improvement Plan.

<https://www.eurekaca.gov/DocumentCenter/View/6259/Capital-Improvement-Program-Report-2025-PDF>

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Humboldt Community Services District

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AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: June 10, 2025

AGENDA ITEM: G.2

TITLE: Consideration of the Employee Negotiation Ad Hoc Committee Recommendation

PRESENTED BY: Terrence William, Finance Manager

Recommendation:

Review and consider the Employee Negotiation Ad Hoc Committee recommendation, which resulted from good-faith negotiations with the Employee Association representatives.

Summary:

Representatives of the Employee Association met with the Employee Negotiation Ad Hoc Committee on May 28 and again on June 5, 2025, to discuss the Employee Association's request. The two groups reached an agreement, and the Employee Negotiation Ad Hoc Committee is recommending the following:

1. A three percent (3%) cost-of-living adjustment for all hourly employees.
2. A 10 % increase in on-call pay; Increasing weekday on-call pay from \$45.00 to \$49.50 a day and weekend on-call pay from \$75.00 to \$82.50 a day.
3. An adjustment of \$0.10 to the initial step of each hourly employee wage classification in lieu of a uniform or clothing allowance.

Three Percent Cost of Living Adjustment

The Employee Association requested a 3% cost-of-living adjustment. In 2018, the Employee Association negotiated to base the annual Cost of Living Increase on the annual average Western States Consumer Price Index from the previous calendar year. For 2024, that number is 2.50 percent. The Employee Association suggested that the District consider the Eureka Consumer Price Index, which is published annually by the Humboldt Economic Index, a project of the Cal Poly Humboldt Economics Department. The Employee Negotiation Ad Hoc Committee requested that staff gather a five-year history of the Eureka CPI and compare it to the Western States CPI and HCSD's Cost of Living Adjustments. Staff asked Dr. Erik Eshker, the Director of the Humboldt Economic Index, to collect the information. Dr. Eshker advised that the Eureka CPI is not an appropriate tool for labor negotiations and has some volatility. Dr Eshker

provided the District with an alternative index, the California Consumer Price Index, published by the California Department of Finance, for the District and the Employee Association to use in the future. The Employee Association will be considering this advice and plans to settle on an index for next year's negotiation. The Ad Hoc committee agreed to recommend a 3% COLA in the meantime.

Ten Percent Increase in On-Call Pay

The Employee Association requested that the District increase On-Call Pay by two percent annually over the next five years. Negotiations are typically conducted on a year-to-year basis, and the Ad-Hoc Committee considered the long-term nature of the request and recommended a one-time 10% increase to on-call pay effective in Fiscal Year 2025-26 instead. This adjustment would be made with the understanding that no further increases to on-call pay would be negotiated for the subsequent four fiscal years.

| Current On-Call Pay | Proposed On-Call Pay |
|-----------------------------|-----------------------------|
| \$45.00/Week Day | \$49.50/Week Day |
| \$75.00/Weekend and Holiday | \$82.50/Weekend and Holiday |

Uniform Allowance

The Employee Association requested a \$200 annual uniform/clothing allowance for all hourly employees. In response, the Ad Hoc Committee evaluated alternative approaches and determined that a \$0.10 per hour increase in employee wages would result in an approximate annual increase of \$208 per employee, effectively meeting the intent of the original request.

The proposed \$0.10 increase will be applied to the first step of each hourly classification, with corresponding adjustments made to each subsequent step. This approach, implemented in lieu of a reimbursable uniform allowance, is expected to reduce administrative overhead and streamline compensation processes.

Fiscal Impact:

\$38,930 annually for Cost of Living Adjustment
 \$2,000 annually for an increase in On Call Pay
 \$4,368 wage adjustment in lieu of Uniform Allowance

Humboldt Community Services District

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AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: June 10, 2025

AGENDA ITEM: G.3

TITLE: Consideration of the Draft Capital Improvement Program Tables for Fiscal Year 2025/26

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Review and Consider the Draft Capital Improvement Program Tables and approve by motion and roll call vote.

Summary:

The District's Capital Improvement Program (CIP) is updated annually to reflect the District's planned spending for rehabilitation and improvement projects to support infrastructure and facilities. The tables included with this agenda report indicate the project schedule and planned spending for the various capital improvement projects. What follows is a brief description and motivation for each of the Capital Projects that the District will be undertaking during Fiscal Year 2025/26.

AMR Program – The automated retail meter program was approved in 2021 to replace the District's manually read retail meters with automated meters to improve labor efficiency and measurement accuracy. The program is designed to replace all of the District's retail meters over a ten-year period. Once the meters have all been replaced, ten percent of the District's meter stock will be replaced each year thereafter, as retail meters have a ten-year expected lifespan.

SCADA Upgrade – The District's SCADA system monitors and automates the District's drinking water and sewer collection system. There are over fifty locations where SCADA systems are integrated into the District's infrastructure. The SCADA systems are a major labor saver, and they notify District staff when they detect problems or anomalies in the District's systems. The District's current SCADA system is over thirty years old and obsolete. The District's SCADA Upgrade program is systematically replacing the SCADA systems at each of the District's remote locations. Once the program is complete, the District will have state-of-the-art SCADA systems and personnel trained to maintain, modify, and implement upgrades to the SCADA systems.

PRV Program – The District maintains Pressure Reducing Valves (PRVs) to support 22 separate pressure zones. This item is for ongoing rehabilitation of District owned PRVs to ensure continued reliable service.

Sewer Pump Program – Sewer pumps are critical infrastructure and must remain functional to protect human health and the environment. Although District staff maintain and assess the condition of the District's sewer pumping facilities, inevitably, unexpected pump repairs or replacements are necessary. This program accounts for District spending for unplanned sewer pump rehabilitation or replacement.

Brier Lane 0.5 MG Tank – The Brier Lane Tank was rehabilitated during the summer of 2023 as part of the District's systematic water storage rehabilitation program. The remaining work to be done includes the one-year inspections and final project closeout. The contractor has delayed these closeout activities and we expect to have them completed during FY-2026.

Hubbard Booster Station Upgrades – The Hubbard Booster Station project is being implemented to increase the station's redundancy and reliability. This encompasses increasing pumping capacity, automating valves for the transport of water to various tanks, and incorporating a standby generator to ensure reliability during power outages.

Donna Drive 0.5 MG Tank – The Donna Drive tank will continue to be rehabilitated during summer 2026 as part of the District's systematic water storage rehabilitation program. The tank was built in 1988 and the structural supports and coating systems will continue to be replaced during the first quarter of FY 2026. Additionally, the safety systems for the ladder and fall protection are out of date and will be updated throughout this project.

Spruce Point Well – The Spruce Point drinking water production well serves the Humboldt Hill, Pine Hill, King Salmon, and Fields Landing communities. The objective of this project is to clean and inspect the well casing, replace the pump and column shaft, and install a groundwater level monitoring system as required by the State Water Resources Control Board. The Spruce Point Well pump replacement project was implemented in the fall of 2024 and spring of 2025. A standby generator and automated level detection will be completed during FY 2026.

Humboldt County ADA Access – This project supports the County of Humboldt's efforts to provide ADA access at the sidewalks and street corners around the District. When the County's work intersects the District's infrastructure, District staff work with the County and their contractors to ensure that the District's infrastructure is accessible and undamaged.

Truesdale WBS – The Truesdale Water Booster Station is the District's primary purchase point for water from Humboldt Bay Municipal Water District. The station is near the south end of Bayshore Mall and pumps water, via transmission main, to the Walnut Drive water storage tanks. The Truesdale Station was built in 1970, and the

original pumps are still operating. The pumps are being systematically replaced with high-efficiency pumps and variable frequency drives that will result in significantly reduced energy consumption and another 30 to 50 years of useable life.

New Connections—New connections appear on the CIP every year because District staff spend labor hours installing new connections for new construction around the District. The project proponents reimburse this item directly but it must be budgeted and accounted for.

Walnut Earthquake Repair – The earthquake on December 20, 2022, damaged the District’s water and sewer infrastructure under Walnut Drive between Northridge and Hurst Road. The District received grant funding from Cal-OES to repair the damaged infrastructure. Construction is scheduled to occur this summer.

Crane Street – This project is one of the last remaining steel main replacement projects. The Steel Main Replacement program was designed to systematically replace the District’s aged steel mains and bring them into compliance with American Water Works Association guidelines for drinking water distribution and fire protection. This project was scheduled for 2023/24 fiscal year. Investigation in preparation for this project revealed that the Crane Street steel water main is 850 feet long (600 feet longer than District records indicated). The project was pulled from fiscal year 2023/24 and scheduled for summer 2025 so that a sufficient budget could be applied to accomplish the full project.

Allard Access Vault – The Allard Sewer Metering Station is near the corner of Allard Avenue and Little Fairfield Street. This is one of the points where the District’s collection system discharges to the City’s transmission mains. Access to the vault at the Allard Sewer Metering Station is hindered because the lid is failing. This project will rehabilitate the metering station vault and will be completed during spring/summer 2025.

Dr. Office Lane – Dr. Office Lane is an unnamed private road off Harris Street between Walford Avenue and O’Neil Lane. The gravity sewer main that serves Dr. Office Lane is aged and needs rehabilitation. There is significant root intrusion and a “belly” or low spot in the sewer main near the connection to the main in Harris Street. Several backups to this line that have caused damage to private property and resulted in financial claims against the District. Construction for this project will be completed during the summer of 2026 along with the Hemlock project.

Hemlock – The Hemlock project was originally planned as part of the Martin Slough Interceptor Project. The concept is to take a city-owned abandoned sewer forcemain that runs between the City’s O-Street Sewer Metering Station and the corner of Walnut and Hemlock and convert that to a gravity main to take the sewer flow from Cutten. This project is necessary for the District to accommodate sewer flows associated with the North McKay Ranch Subdivision.

Noe Street – The Noe Street gravity sewer main serves residences along Noe Street and drains to the Pine Hill Lift Station. The asbestos cement gravity main is failing as a result of root intrusion and sewer gases and needs rehabilitation. When this gravity main was installed, it was installed in the same trench as the forcemain that serves the Pine Hill lift station. These two lines are too close to allow for pipe bursting or other trenchless techniques. As a result, both the Pine Hill lift station forcemain and the Noe Street gravity main will need to be addressed as part of this project.

Hartman Lane – Harman Lane Sewer Lift Station is at the bottom of Hartman Lane near F Street. Hartman Lift Station pumps to the F Street Lift Station. Both lift stations are scheduled to be eliminated, and the flow will be directed to the Martin Slough Interceptor. A new gravity main will be installed that serves Hartman Lane which connects to the Martin Slough Interceptor. The main will need to be sized to accept the flow from the F Street Lift Station because when the F Street Lift Station is eliminated, the flow will flow down Hartman Lane through the new Hartman Gravity Main and to the Martin Slough Interceptor.

South Broadway FM – The South Broadway Forcemain is a two mile long, 14-inch asbestos cement pipe that runs between the South Broadway Lift Station at the corner of Purdue Drive and South Broadway Street and the City's Wastewater Treatment Plant. The aged forcemain conveys 40,000 gallons of wastewater daily in dry weather and more during wet weather. The forcemain runs along the bay's edge on the inboard (east) side of the abandoned railroad berm. Since abandonment, sections of the railroad berm have been eroded to the point that wave action is regularly overtopping the berm. This forcemain needs to be replaced to ensure continued reliable service.

Office ADA – as part of the office building siding and roof rehabilitation project, the District is required to spend a percentage of the project budget on ADA accessibility. To that end, the District has created an improved ADA parking space, ADA accessible door with automatic opener and reconfigured building access. Painting and signage was added marking out the new ADA parking space, the parking lot was re-graded to smooth the transitions between the paved surface and the concrete parking space and to improve storm water drainage as well as eliminating the previous, non-compliant parking space that was labeled for ADA access.

Vehicle Storage Upgrades – this project entails the construction of a canopy or carport to protect the District's sewer cleaning vacuum truck from the weather. The truck is too large to park in any of the District's enclosed garage spaces.

Yard Paving Repairs – This project addresses damaged pavement and storm drainage within the District yard at Walnut Drive.

Breakroom Roof – The District's staff breakroom, locker room, and the water meter testing lab are housed in the same building. The roof was replaced due to age.

Office Building Exterior Phase 2—Phase 2 of the Office Building Exterior rehabilitation project involves repairing the siding, replacing the windows, and repainting the second floor and back of the District office building. A percentage of the budget for this project will be spent on ADA accessibility.

Small Truck Garage – the District’s small truck garage is used to store small trucks, portable generators, materials and equipment. The roof was replaced in FY 2025. The siding and roll up doors are scheduled for repair/rehabilitation during FY 2026.

District Contribution to the City of Eureka CIP – by contract, the District is responsible for 32.1 percent of the City’s CIP for certain wastewater facilities and infrastructure. Notably, the City has increased the District’s average annual CIP contribution to \$1.1M. Additionally, the City is completing the Eliminate Bypass project a few years ahead of schedule and that will be impacting the District’s budget in FYs 2026 and 2027

Fiscal Impact:

\$8.9M for Fiscal Year 2025-26 of which \$3.7M is the District’s contribution to the City’s CIP program.

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| SEWER | | Current FY 24-25 | Scheduled FY 25-26 | Projected FY 26-27 | Projected FY 27-28 | Projected FY 28-29 | Projected FY 29-30 | Projected Years 6 to 10* | Projected Years 11 to 20** | Comments |
|----------------------------|---|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------------|-------------------------------|---|
| SEWER FACILITIES | | | 1 | 2 | 3 | 4 | 5 | | | |
| V=Vendor | | | | | | | | | | |
| C=Contract | | | | | | | | | | |
| M=Martin Slough Reversal | | | | | | | | | | |
| Roth Court SLS | | \$10,000 | \$36,667 | | | | | | | SLS rehab/pumps 24/25 Generator 25/26 |
| Sea Avenue SLS | M | \$15,200 | | | | | | | | Upgrade/Reversal |
| Allard Access Vault | | \$20,000 | | | | | | | | Meter vault upgrade |
| Foxwood SLS | | \$25,000 | \$36,666 | | | | | | | Pump Replacement 24/25 Generator 25/26 |
| Christine SLS | | | \$75,000 | | | | | | | New electrical control panel |
| Fields Landing SLS | | \$100,000 | \$0 | | | | | | | Pump Replacemet |
| Hoover SLS Upgrade | | \$70,000 | \$130,000 | | | | | | | Upgrade SLS and Flow meters |
| Artino SLS | C | \$8,000 | | \$82,500 | | | | | | Pump Replacement Standby Generator Grant Funded |
| King Salmon SLS | C | \$0 | \$15,000 | \$82,500 | | | | | | Flood Hardening then Stationary generator |
| Hoover SLS Flood Hardening | | \$70,000 | \$180,000 | \$380,000 | \$445,000 | \$495,000 | | | | Flood Hardening Grant Funded |
| Bailey SLS | C | | | \$110,000 | | | | | | Standby Generator Grant Funded |
| Beechwood SLS | | | \$36,667 | \$55,000 | | | | | | Generator 25/26 Pumps 26/27 |
| Pine Hill SLS Generator | C | \$36,915 | | \$102,500 | \$16,500 | | | | | Generator 25/26 Panel Enclosure 26/27 |
| SCADA Upgrade | | \$405,000 | \$150,000 | \$150,000 | | | | | \$2,000,000 | SCADA Systematic Replacement Program |
| Sewer Pump Rehabilitation | | | | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$50,000 | \$100,000 | Annual Allotment for Unplanned Sewer Pump Repairs |
| Wellington SLS | | | | | \$55,000 | | | | | Panel Replacement |
| Stationary Generators | | | | | \$100,000 | \$100,000 | \$100,000 | \$500,000 | \$1,000,000 | Systematic Standby Generator Program |
| Mike Lane SLS | C | | | | \$100,000 | \$600,000 | \$300,000 | | | Create new station, reverse flow on Quaker RE Spill History |
| Pine Hill SLS Rehab | | | | | | | \$220,000 | | | SLS conversion/rehab |
| Projected COE-EBEP | | | | | | | | \$6,666,667 | \$13,333,333 | Per COE with 15 year loan to distribute costs |
| CIP Contribution to COE | | \$698,000 | \$3,670,000 | \$3,768,000 | \$1,100,000 | \$1,100,000 | \$1,100,000 | \$5,500,000 | \$11,000,000 | Based on 2024 COE CIP average five year projection |
| Sewage Facilities | | \$1,458,115 | \$4,330,000 | \$4,740,500 | \$1,826,500 | \$2,305,000 | \$1,730,000 | \$12,716,667 | \$27,433,333 | |

*column represents the cumulative expenses for the 5 years between year 6 and year 10

**column represents the cumulative expenses for the 10 years between year 11 and year 20

| SEWER | | Current FY 24-25 | Scheduled FY 25-26 | Projected FY 26-27 | Projected FY 27-28 | Projected FY 28-29 | Projected FY 29-30 | Projected Years 6 to 10* | Projected Years 11 to 20** | Comments |
|-------------------------------|-----|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------------|-------------------------------|---|
| SEWER MAINS | | | 1 | 2 | 3 | 4 | 5 | | | Sewer main replacements |
| MAIN EXTENSION & REPLACEMENTS | | | | | | | | | | |
| C=Contract | | | | | | | | | | |
| M=Martin Slough Reversal | | | | | | | | | | |
| V=Vendor | | | | | | | | | | |
| New Connections | | \$6,618 | \$5,500 | \$5,500 | \$5,500 | \$5,500 | \$5,500 | | | |
| Walnut EQ Repair | C | \$0 | \$500,000 | | | | | | | Grant Funded |
| Hemlock | M,C | 4500 | \$80,000 | \$440,000 | \$440,000 | \$440,000 | | | | Per footage and manhole count |
| Noe Street | C | | \$75,000 | \$200,000 | | | | | | |
| Walnut Drive Laterals | C | | \$65,000 | | | | | | | |
| London Drive at Burns | C | 760 | \$260,000 | \$120,000 | | | | | | \$500/LF |
| Hartman Lane | M,C | 900 | | \$120,000 | \$550,000 | | | | | Engineering 26/27 Reversal 27/28 |
| Dr. Office Lane | C | 370 | \$30,000 | \$222,000 | | | | | | Per Engineer's Estimate |
| South Broadway FM | C | 11700 | | \$110,000 | \$350,000 | \$820,000 | \$2,340,000 | \$7,020,000 | | \$1000/LF per Engineer's Estimate |
| F Street | M,C | 900 | | \$45,000 | \$450,000 | | | | | Engineering and \$440/LF |
| Ridgewood Drive | C | 200 | | | \$88,000 | | | | | \$440/LF |
| Summit Ridge to David | C | 265 | | | \$116,600 | | | | | \$440/LF |
| Spruce SLS | M,C | 1215 | | | \$55,000 | \$534,600 | | | | Engineering 27/28 Reversal 28/29 |
| Mesa /Bell Terrace/B-Loma | C | 700 | | | \$65,000 | \$308,000 | | | | Engineering and \$400/LF |
| Worthington St. | | 125 | | | | \$55,000 | | | | \$440/LF |
| Quaker Park Mike | C | 1000 | | | | | \$400,000 | | | \$440/LF |
| Humboldt Hill Sewer Sys | | | | | | | \$550,000 | \$2,750,000 | \$5,500,000 | |
| Fields Landing FM | | 7150 | | | | | | \$3,146,000 | | \$440/LF |
| Martin Slough Reversals | M | | | | | | | \$1,650,000 | \$3,300,000 | |
| Trouble Spots | | | | | | | | \$1,650,000 | \$4,950,000 | |
| Gravity Main Replacement | | 265,000 | | | | | | \$15,000,000 | \$38,000,000 | \$200/LF District Wide AC and Clay |
| Forcemain Replacement | | 12883 | | | | | | \$1,889,506 | \$3,779,013 | \$400/LF District Wide Aging Forcemains |
| Sewer Main | | \$40,736 | \$985,500 | \$1,262,500 | \$2,120,100 | \$2,163,100 | \$3,295,500 | \$33,105,506 | \$55,529,013 | |

*column represents the cumulative expenses for the 5 years between year 6 and year 10

**column represents the cumulative expenses for the 10 years between year 11 and year 20

| WATER | | Current FY 24-25 | Scheduled FY 25-26 | Projected FY 26-27 | Projected FY 27-28 | Projected FY 28-29 | Projected FY 29-30 | Projected Years 6 to 10* | Projected Years 11 to 20** | Comments |
|--|---|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------------|-------------------------------|---|
| | | | 1 | 2 | 3 | 4 | 5 | | | |
| WATER SYSTEM IMPROVEMENTS | | | | | | | | | | |
| C=Contract | | | | | | | | | | |
| PUMPING FACILITY UPGRADES | | | | | | | | | | |
| Water Sample Stations | | \$35,000 | | | | | | | | |
| Brier Lane 0.5 MG Tank | C | \$5,600 | \$61,800 | | | | | | | Engineering 22/23 Rehabilitation 23/24 |
| Ridgewood Tank | C | \$34,000 | | | | | | | | Tank Rehab, demobilize, fence |
| AMR Program | | \$275,200 | \$375,000 | \$210,000 | \$210,000 | \$210,000 | \$210,000 | \$1,050,000 | \$2,100,000 | Replace Ten Percent Stock Per Year |
| Truesdale WBS | | \$32,600 | \$35,000 | \$35,000 | \$35,000 | \$35,000 | \$35,000 | | | New pumps/Upgrade |
| SCADA Upgrade | | \$200,000 | \$150,000 | \$150,000 | | | | | | |
| Hubbard Booster Station | | \$16,000 | \$65,000 | | | | | | | Upsize pump/ mod system Generator |
| Donna Drive 0.5 MG Tank | C | \$285,500 | \$484,500 | | | | | | | Engineering and Temp System 23/24 Rehab 24/25 |
| South Bay School Backflow Device | | \$0 | \$20,000 | | | | | | | |
| Spruce Point Well | C | \$60,000 | \$65,000 | | | | | | \$2,000,000 | Submersible Pump Generator then Rehab in 11-20 ye |
| Walnut Drive 0.5 MG Tank | C | \$44,000 | | \$375,000 | \$350,000 | \$20,000 | | | | Inspections 24/25 Rehabilitation 26/27 |
| Pigeon Point Wall | | | \$75,000 | | | | | | | |
| South Bay Well Electrical Upgrades | | | \$20,000 | | | | | | | |
| PRV Program | | | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$10,000 | \$50,000 | \$50,000 | Annual PRV Rehab/Replacement |
| Hubmboldt County ADA Access | | | \$5,500 | \$5,500 | \$5,500 | \$5,500 | \$5,000 | \$25,000 | \$50,000 | |
| Tank Rehab Analysis/Design | | | \$100,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | | | |
| Cummings Road Tank | C | | | \$375,000 | \$350,000 | \$45,000 | | | | Engineering 25/26 Rehabilitation 26/27 inspections 27 |
| Pigeon Point WBS | | | | \$30,000 | | | | | | Rehab/roofing/siding |
| Donna Drive WBS | C | | | \$75,000 | | | | | | Siding, roofing and drainage |
| Dana Lane Tank | | | | | \$350,000 | \$375,000 | | \$20,000 | | |
| Standby Generators | | | | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 | \$1,000,000 | |
| Hubbard MCC and Pumps Update | | | | | \$125,000 | | | | | |
| Princeton Well | | | | | | \$1,250,000 | | | | Reestabilsh a well on District owned property |
| Blue Spruce Tank | | | | | | | \$850,000 | | | |
| Meyers Well | | | | | | | | | \$1,000,000 | Replace failed well on District owned property |
| Water Resiliancy at Little CA St. | | | | | | | \$800,000 | \$1,500,000 | | Booster Station and Well |
| Rehabilitate Remaining Tanks | | | | | | | | \$4,000,000 | \$9,000,000 | |
| Water Pumping Facilities Totals | | \$987,900 | \$1,466,800 | \$1,415,500 | \$1,585,500 | \$2,100,500 | \$2,060,000 | \$7,145,000 | \$15,200,000 | \$31,961,200 |

| WATER | | | | Current FY 24-25 | Scheduled FY 25-26 | Projected FY 26-27 | Projected FY 27-28 | Projected FY 28-29 | Projected FY 29-30 | Projected Years 6 to 10* | Projected Years 11 to 20** | Comments |
|---|------|--------|--|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------------|-------------------------------|---|
| CAPITAL IMPROVEMENTS - WATER | | | | | 1 | 2 | 3 | 4 | 5 | | | Water main replacements |
| WATER MAIN REPLACEMENTS C=Contract | | | | | | | | | | | | \$300/LF except as noted |
| SMR=STEEL MAIN REPLACEMENT | | | | | | | | | | | | |
| ACMR=ASBESTOS CEMENT MAIN REPLACEMENT | | | | | | | | | | | | |
| LF | | | | | | | | | | | | |
| New Connections | | | | \$10,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$15,000 | \$75,000 | \$150,000 | New connections |
| Walnut EQ Repair | | | | \$0 | \$650,000 | | | | | | | Grant Funded |
| Crane Street | SMR | 850 | | \$88,760 | \$210,000 | | | | | | | \$350/LF |
| Shady Lane | SMR | 400 | | | \$140,000 | | | | | | | \$350/LF |
| Meadowood | SMR | 400 | | | \$200,000 | | | | | | | \$500/LF |
| Vista Tie In Phase 1 | C | 700 | | | \$155,000 | \$100,000 | \$100,000 | | | | | \$500/LF |
| Vista Tie In Phase 2 | C | 700 | | | \$108,000 | \$100,000 | \$250,000 | | | | | \$500/LF Includes Hillcrest and Gayhana |
| Mitchell Road | C | 3400 | | | | \$368,333 | \$1,105,000 | \$736,666 | | | | Myrtle to Cummings on Mitchel Road \$650/LF |
| Beechwood Dr. | SMR | 370 | | | | \$185,000 | | | | | | \$500/LF |
| Austin Court | SMR | 260 | | | | \$130,000 | | | | | | \$500/LF |
| College Streets Upgrade | ACMR | 3700 | | | | | \$925,000 | \$925,000 | | | | \$500/LF |
| North and South Distribution Connection | | 2000 | | | | | | | \$1,000,000 | | | \$500/LF |
| AC Water Main Replacement Program | | 272694 | | | | | | | | \$30,000,000 | \$80,000,000 | AC Mains @ \$400/LF |
| Water Main Replacement Totals | | | | \$98,760 | \$1,478,000 | \$898,333 | \$2,395,000 | \$1,676,666 | \$1,015,000 | \$30,075,000 | \$80,150,000 | \$117,786,759 |

*column represents the cumulative expenses for the 5 years between year 6 and year 10

**column represents the cumulative expenses for the 10 years between year 11 and year 20

| REVENUE FUNDED | | Current | Scheduled | Projected | Projected | Projected | Projected | Projected | Projected | Comments |
|--------------------------------------|--|----------|-----------|-----------|-----------|-----------|-----------|----------------|------------------|--------------------------------|
| CAPITAL PROGRAM PROJECTIONS | | FY 24-25 | FY 25-26 | FY 26-27 | FY 27-28 | FY 28-29 | FY 29-30 | Years 6 to 10* | Years 11 to 20** | |
| BUILDING, YARD & PAVING IMPROVEMENTS | | | 1 | 2 | 3 | 4 | 5 | | | |
| | Office ADA | \$30,000 | | | | | | | | 20% of building remodel cost |
| | Drying Bed Cover | \$1,715 | | | | | | | | Replacement |
| | Breakroom Roof | C | \$34,000 | | | | | | | Roof Replacement/Age |
| | Office Building Exterior phase 2 | C | \$10,000 | | | | | | | Upstairs Siding and Windows |
| | Small Truck Garage | C | \$21,000 | | | | | | | Rehabilitation |
| | Vehicle Storage Upgrades | | \$2,100 | | | | | | | VacCon Storage |
| | Yard Paving Repairs | | \$40,000 | | | | | | | Pavemeint Repairs in Corp Yard |
| | External and Parkinglot Paving | C | \$75,000 | | | | | | | |
| | Restrooms at Hoover and South Broadway | | \$75,000 | | | | | | | |
| | Grant Writing/Engineering Studies | | \$100,000 | | | | | | | |
| | Parks Study | | \$15,000 | | | | | | | |
| | Computers and IT | | \$2,500 | | | | | | | |
| | Security and Paving Improvements | C | | \$100,000 | | | | | | |
| | Engineering for Facilities Expansion | | | | \$100,000 | | | | | |
| | Site Clearing for Expansion | | | | | \$100,000 | | | | |
| | Yard and Facilities Expansion | C | | | | | \$110,000 | \$250,000 | | |
| | Office and Yard Facility Upgrades | | | | | | | | \$500,000 | |
| | Building and Yard | \$98,815 | \$512,500 | \$100,000 | \$100,000 | \$100,000 | \$110,000 | \$250,000 | \$500,000 | |

*column represents the cumulative expenses for the 5 years between year 6 and year 10
**column represents the cumulative expenses for the 10 years between year 11 and year 20

| | Current FY 24-25 | Scheduled FY 25-26 | Projected FY 26-27 | Projected FY 27-28 | Projected FY 28-29 | Projected FY 29-30 | Projected Years 6 to 10* | Projected Years 11 to 20** |
|--|---------------------|--------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------------|-------------------------------|
| | | 1 | 2 | 3 | 4 | 5 | | |
| Sewer Facilities | \$1,458,115 | \$4,330,000 | \$4,740,500 | \$1,826,500 | \$2,305,000 | \$1,730,000 | \$12,716,667 | \$27,433,333 |
| Sewer Mains | \$40,736 | \$985,500 | \$1,262,500 | \$2,120,100 | \$2,163,100 | \$3,295,500 | \$33,105,506 | \$55,529,013 |
| Water Facilities | \$987,900 | \$1,466,800 | \$1,415,500 | \$1,585,500 | \$2,100,500 | \$2,060,000 | \$7,145,000 | \$15,200,000 |
| Water Mains | \$98,760 | \$1,478,000 | \$898,333 | \$2,395,000 | \$1,676,666 | \$1,015,000 | \$30,075,000 | \$80,150,000 |
| Building and Yard | \$98,815 | \$512,500 | \$100,000 | \$100,000 | \$100,000 | \$110,000 | \$250,000 | \$500,000 |
| Vehicles and Equipment | \$109,509 | \$95,000 | \$65,000 | \$100,000 | \$65,000 | \$100,000 | \$2,000,000 | \$4,000,000 |
| Sewer Total | \$1,603,012.8 | \$5,619,250.0 | \$6,085,500.0 | \$4,046,600.0 | \$4,550,600.0 | \$5,130,500.0 | \$46,947,172.7 | \$85,212,346.3 |
| Water Total | \$1,190,821.8 | \$3,248,550.0 | \$2,396,333.0 | \$4,080,500.0 | \$3,859,666.0 | \$3,180,000.0 | \$38,345,000.0 | \$97,600,000.0 |
| Total | \$2,793,835 | \$8,867,800 | \$8,481,833 | \$8,127,100 | \$8,410,266 | \$8,310,500 | \$85,292,173 | \$182,812,346 |
| Annual averages for 10 and 20 year projections | | | | | | | \$17,058,435 | \$18,281,235 |
| 20 Year Projected Grand Total | | | | | | | | \$313,095,853 |

*column represents the cumulative expenses for the 5 years between year 6 and year 10

**column represents the cumulative expenses for the 10 years between year 11 and year 20

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: June 10, 2025

AGENDA ITEM: F.4

TITLE: Disclosure of Employee Reimbursements for Fiscal Year 2024/25

PRESENTED BY: Michael Montag, Finance Manager

Recommendation:

Approve Disclosure of Employee Reimbursements for Fiscal Year 2024/25 by motion and roll call vote.

Summary:

State law (Government Code Section 53065.5) requires that special districts disclose, at least annually, reimbursements paid by the district to any employees or board members of at least \$100 for each charge for services or products received. "Individual charge" includes, but is not limited to: one meal, one night's lodging, transportation, or a registration fee paid to any employee or board member.

| HUMBOLDT COMMUNITY SERVICES DISTRICT REIMBURSEMENTS FISCAL YEAR 2024-2025 | | | |
|---|-----------|----------|---|
| Board Member or Employee Name | Date | Amount | Type of Reimbursement |
| Noah Altic | 7/10/2024 | \$370.00 | Stipend for Water Distribution Exam |
| Chris Armstrong | 3/7/2025 | \$967.00 | \$408 Mileage, \$599 Per Diem for Backflow Course |
| Brandon Balke | 2/7/2025 | \$100.06 | Commercial Drivers License Permit - DMV |
| Brandon Balke | 9/20/2024 | \$100.00 | Reimbursement for Water Treatment Course |
| Michael Briggs | 9/30/2024 | \$256.36 | Travel Reimbursement for SCADA Seminar |
| Brian McNeill | 3/7/2025 | \$301.00 | Per Deim for Backflow Re-Certification |

Fiscal Impact:

None

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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: June 10, 2025

AGENDA ITEM: **G.1**

TITLE: Review of Appropriations Limit for Fiscal Year 2025/26

PRESENTED BY: Michael Montagg, Finance Manager

Recommendation:

Information is presented for public notification. A resolution for acceptance will be presented at the following board meeting to allow the required time.

Summary:

Article XIII B of the California Constitution, adopted by Proposition 4 in 1980, and amended in 1990 by Proposition 111, imposes restrictions on the amount of revenues that can be received and appropriated in a fiscal year. Only revenues defined as “proceeds of taxes” are restricted by the limit. Generally, revenues restricted as to use, such as enterprise fund revenues and charges for services not exceeding the cost of providing the service are not considered proceeds of taxes. Also, specific expenditures are considered exempt from the limit. During any fiscal year, the District may not appropriate any proceeds of taxes they receive in excess of its limit.

The appropriations limit is based on actual appropriations during the base year of 1978-79, and is adjusted each year using the growth in population and inflation. The limit, cost of living factor, and population change factor must be adopted each year by resolution of the District Board of Directors and incorporated into the District’s budget.

Projected property taxes and assessments for 2025-26 total \$450,000. The District’s projected property tax revenues are subject to the Appropriations Limit.

The 2025-26 Appropriations Limit, as calculated on the following page, is \$ 568,265. Projected tax revenues are \$ 118,265 less than the appropriations limit for 2025-26.

Fiscal Impact:

None.

**FISCAL YEAR 2025-26 HUMBOLDT COMMUNITY SERVICES
DISTRICT APPROPRIATIONS LIMIT CALCULATIONS**

A. Prior Year's Limit (FY 2024-25) \$ 552,097

B. Adjustment Factors

- | | |
|---|-------|
| 1. Population % (County population growth) ¹ | -0.05 |
| 2. Inflation % (Change in California Per Capita Personal Income) ² | 2.98 |

| | | |
|----------------------------------|-----------------------------|--------|
| Population Converted to a Ratio: | $\frac{-0.05 + 100}{100} =$ | 0.9995 |
|----------------------------------|-----------------------------|--------|

| | | |
|---|----------------------------|--------|
| Per Capita Cost of Living Converted to a Ratio: | $\frac{2.98 + 100}{100} =$ | 1.0298 |
|---|----------------------------|--------|

| | | |
|---|-------------------|-----------|
| Calculation of Factor for Fiscal Year 2025-26 | 0.9995 x 1.0298 = | 1.0292851 |
|---|-------------------|-----------|

C. FY 25-26 Limit (Prior Year's Limit X Adjustment Factor) \$ 568,265

APPROPRIATIONS SUBJECT TO LIMIT AND AMOUNT UNDER LEGAL LIMIT

| | |
|------------------------------------|------------|
| A. Projected Proceeds of Taxes | \$ 450,000 |
| B. Exclusions | 0 |
| C. Appropriations Subject to Limit | \$ 450,000 |
| D. Current Year Limit | \$ 568,265 |
| E. Under Limit | \$ 118,265 |

¹ Source: California Department of Finance publication E-1 - Population and Housing estimate with annual percentage change – January 1, 2024 and 2025

² Source: California Department of Finance Consumer Price Index – Fiscal Year Averages - 2025

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: June 10th, 2025

Agenda Item: **H.1**

TITLE: **Consideration of Adopting Resolution 2025-06 Establishing a Budget and Updated Master Rate and Charge Schedule for Fiscal Year 2025/06**

Presented by: Michael Montag, Finance Manager/District Treasurer

Recommendation: Staff recommends the Board of Directors:

1. Review and discuss proposed Fiscal Year (FY) 2025/26 Budget and updates to the Master Rate and Charge Schedule
2. Motion and roll call vote to adopt the Draft Budget and Master Rate and Charge Schedule for Fiscal Year 2025/26.
3. If Draft Budget is not adopted, provide direction to staff of proposed changes or adjustments for presentation at the next scheduled Board meeting.

Summary:

Attached for the Board's review and consideration is the second presentation of the draft of the FY 2025/26 District Budget and the Master Rate and Charge Schedule. Notable highlights are listed below.

Highlights of significance within the proposed FY 2025/2026 Budget:

Water Rate Revenue: The Rate Study that was completed and adopted in 2023 projected a rate increase of 13% for FY 2025/26. This increase amount is considered necessary in order to build the funds required for anticipated Capital Improvement expenditures in future years, most notably replacement of the District's aging asbestos cement Water mains projected at a cost of \$9,000,000 per year over 15 years beginning in FY 2029-30. Since the previous board meeting, staff has performed additional review and verified that the 13% increase is necessary in order to ensure adequate funding for anticipated Capital Improvement Projects while continuing to fund ongoing District operations.

Sewer Rate Revenue: The Rate Study that was completed and adopted in 2023 projected a rate increase of 14% for FY 2025/26. A rate increase is necessary in order to build the funds required for anticipated Capital Improvement expenditures in future years, most notably replacement of the District's asbestos cement and clay gravity mains and force mains, as well as significant costs to fund the District's share of improvements to the Waste Water Treatment Plant. In response to requests from Board members at the previous Board meeting to reduce the rate increase, if possible, staff has performed additional review and analysis and has

determined that while a rate increase is necessary, a smaller increase of 10% can be adopted while still maintaining adequate funding.

Wage and Benefit Expenses: District wages are projected to increase significantly compared to 2024/25 due to expected full staffing levels. The District had several unfilled positions in prior years that required significant use of temporary labor. The permanent positions are expected to be filled resulting in increases to employee wage, benefit, and insurance expenses. This budget draft also incorporates the anticipated 3% wage escalation for cost of living as well as overlap to accommodate succession training for several key retirements happening this year.

Water purchase HBMWD and City of Eureka: Water purchase costs have been set according to the charges from the most recent years with an increase applied based on information from HBMWD and District staff projections made for the City of Eureka.

Sewage Treatment Operations and Maintenance: Sewage Treatment Operations and Maintenance is comprised of charges billed to the district from the City of Eureka Wastewater treatment plant. Budget amount is based on charges from recent year with an increase applied based on projections for expected rising costs made by District staff.

Temporary Labor: With the expected hiring of permanent staff, temporary labor expenses are projected to be reduced as compared with FY 2025.

Electrical Power and Street Lighting: FY 2025 electrical costs were less than originally budgeted due to reduction in electricity consumed by the District compared to prior years due to efficiency improvements associated with upgraded pump motors, power electronics and SCADA system control strategies. FY 2025/26 Budget is set with the expectation that the District electrical consumption will be maintained at the current levels while accounting for potential electrical rate increases.

Long Term Debt: The Safe Drinking Water Bond had its final payment in FY 2024. Debt service for other existing District loans is proceeding as expected. The final payments for both the Davis-Grunsky loan and the Vac-Con loan will occur in FY 2025/26. Payments on the 2012 CIP Loan, originally utilized to fund multiple CIP projects in 2012 and 2013 including water main replacements on Eggert and Allard, steel main replacement on Vista, and Fields Landing Sewer Lift Station upgrades, will continue until FY 2032-33 and the 2014 Wastewater Loan, associated with the Martin Slough Interceptor, will continue until FY 2044-45.

Capital Expenditures: Capital expenditures listed on the draft budget correspond to the Capital Expenditures that will be presented by the General Manager. Capital Improvement expenditures for FY 2024/25 will be lower than budgeted due to delays in some projects that were originally scheduled for FY 2024/25. The amounts originally budgeted for FY 2024/25 for these projects are included in the projected FY 2025/26 Capital Improvements. This will result in a budget surplus for FY 2024/25, which will then be utilized in FY 2025/26 as these projects are completed. Additionally, the City of Eureka has accelerated the timeline for the Eliminate Bypass project which will significantly impact our annual budget for the next two fiscal years.

Working Capital Reserve Summaries: The 2023 Rate Study provides a minimum reserve recommendation of 60 days Operating Expenses, 5% of net asset values related to Capital Rehabilitation and Replacement, and one year of debt service. The rate study also provides a maximum recommended reserve of 180 days of operating expenses, one year of debt service, \$2,000,000 for Water Capital Replacement Reserves, and \$8,000,000 for Sewer Capital Replacement Reserves. Maintaining reserves near the minimum means the District has funds for day-to-day operation but could create funding challenges for long-term needs or emergency situations. Maintaining reserves near the maximum ensures that the District is in a position to fund long-term needs as well respond to emergency situations.

The following chart compares the reserve balances according to these formulas against the projected reserves under the current proposed budget. Under this projection, reserve funds will be between the minimum and maximum amounts recommended in the rate study. Such reserves are necessary to accommodate the expected capital expenditures in FY 2026 and beyond.

| | Recommended reserves | | Projected reserves | |
|--------------|--|--|------------------------------------|------------------------------------|
| | Rate Study reserve Min amount for end of FY 2026 | Rate Study reserve Max amount for end of FY 2026 | Projected reserves as of 6/30/2025 | Projected reserves as of 6/30/2026 |
| Water Fund | \$2,392,924 | \$5,696,424 | \$6,454,208 | \$4,839,807 |
| Sewer Fund | \$3,299,129 | \$12,124,229 | \$10,718,357 | \$8,933,360 |
| General Fund | \$25,000 | \$50,000 | \$1,426,704 | \$1,801,704 |
| Total | \$5,717,053 | \$17,870,653 | \$18,599,269 | \$15,574,871 |

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HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
FOR ENTIRE DISTRICT

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|--|-------------------|-------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| OPERATING REVENUE | | | | | | |
| Metered Water Sales | 5,472,497 | 6,115,000 | 5,900,000 | 6,603,000 | 7.98% | 11.92% |
| Sewer Service Charges | 7,715,543 | 8,315,000 | 8,100,000 | 8,842,500 | 6.34% | 9.17% |
| Water & Sewer Construction Charges | 49,605 | 66,000 | 35,000 | 35,000 | -46.97% | 0.00% |
| Account Charges | 107,205 | 75,000 | 121,000 | 115,000 | 53.33% | -4.96% |
| Inspection Charges | 505 | 700 | 600 | 700 | 0.00% | 16.67% |
| Reimbursable Maintenance Charges | 1,090 | 1,600 | 120 | 1,600 | 0.00% | 1233.33% |
| Miscellaneous | 1,463 | 2,000 | 1,400 | 2,000 | 0.00% | 42.86% |
| TOTAL OPERATING REVENUE | 13,347,908 | 14,575,300 | 14,158,120 | 15,599,800 | 7.03% | 10.18% |
| NON-OPERATING REVENUE | | | | | | |
| Capital Connection/Capacity Charges | 255,407 | 285,000 | 122,000 | 125,000 | -56.14% | 2.46% |
| Interest/General | 240,969 | 80,000 | 399,000 | 405,000 | 406.25% | 1.50% |
| Discounts Earned | 1,665 | 1,750 | 1,250 | 1,750 | 0.00% | 40.00% |
| Sales:Fixed Assets/Scrap Metal | 1,172 | 2,000 | 14,000 | 2,000 | 0.00% | -85.71% |
| Bad Debt Recovery | 175 | 3,000 | 1,000 | 3,000 | 0.00% | 200.00% |
| Property Taxes & Assessments | 479,583 | 450,000 | 450,000 | 450,000 | 0.00% | 0.00% |
| Insurance Rebate | - | - | - | - | 0.00% | 0.00% |
| Other Non-Operating Revenue | - | - | - | - | 0.00% | 0.00% |
| TOTAL NON-OPERATING REVENUE | 978,971 | 821,750 | 987,250 | 986,750 | 20.08% | -0.05% |
| TOTAL DISTRICT REVENUE | 14,326,879 | 15,397,050 | 15,145,370 | 16,586,550 | 7.73% | 9.52% |
| OPERATING EXPENSES | | | | | | |
| Wages Direct | 1,678,650 | 1,950,000 | 1,780,000 | 2,065,812 | 5.94% | 16.06% |
| Benefits: PERS | 489,433 | 550,000 | 545,000 | 607,000 | 10.36% | 11.38% |
| Group Ins | 1,017,353 | 1,265,000 | 1,135,000 | 1,451,000 | 14.70% | 27.84% |
| Workers Comp Ins | 28,867 | 31,000 | 28,600 | 32,000 | 3.23% | 11.89% |
| FICA/Medicare | 128,920 | 141,000 | 140,000 | 151,650 | 7.55% | 8.32% |
| Misc Benefits | 660 | 640 | 250 | 1,920 | 200.00% | 668.00% |
| Total Wages and Benefits | 3,343,883 | 3,937,640 | 3,628,850 | 4,309,382 | 9.44% | 18.75% |
| Less: wages & ben charged to Capital Proj. | (255,033) | (300,000) | (235,000) | (300,000) | 0.00% | 27.66% |
| Total Operating Wages and benefits | 3,088,850 | 3,637,640 | 3,393,850 | 4,009,382 | 10.22% | 18.14% |
| Water Purchase HBMWD | 1,128,204 | 1,175,000 | 1,150,000 | 1,180,000 | 0.43% | 2.61% |
| Water Purchase Eureka | 749,813 | 850,000 | 750,000 | 850,000 | 0.00% | 13.33% |
| Sewage Treatment Operations & Maint. | 1,758,384 | 1,900,000 | 2,021,760 | 2,185,000 | 15.00% | 8.07% |
| Water/Sewer Analysis | 7,975 | 10,000 | 11,000 | 10,000 | 0.00% | -9.09% |
| Supplies/ Construction | 136,591 | 160,000 | 122,000 | 150,000 | -6.25% | 22.95% |
| Supplies/ Office-Administration | 11,617 | 15,000 | 11,300 | 15,000 | 0.00% | 32.74% |
| Supplies/ Engineering | 423 | 1,500 | 775 | 2,000 | 33.33% | 158.06% |
| Supplies/ Maintenance | 138,579 | 110,000 | 71,400 | 100,000 | -9.09% | 40.06% |
| Invoicing | 67,158 | 60,000 | 65,000 | 65,000 | 8.33% | 0.00% |
| Temporary Labor | 86,677 | 44,500 | 81,000 | 44,500 | 0.00% | -45.06% |
| Repairs & Maintenance/Trucks | 87,752 | 63,000 | 71,000 | 75,000 | 19.05% | 5.63% |
| Equipment Rental | 100 | 2,000 | - | 2,000 | 0.00% | 0.00% |
| Building & Grounds Maintenance | 31,519 | 30,000 | 39,000 | 35,000 | 16.67% | -10.26% |
| Electrical Power | 408,853 | 500,000 | 440,000 | 500,000 | 0.00% | 13.64% |
| Street Lights | 75,208 | 105,000 | 80,000 | 90,000 | -14.29% | 12.50% |
| Telephone | 14,185 | 16,000 | 20,000 | 15,000 | -6.25% | -25.00% |
| Postage | 364 | 850 | 2,500 | 2,500 | 194.12% | 0.00% |
| Freight | 585 | 1,000 | 625 | 1,000 | 0.00% | 60.00% |
| Chemicals | 9,555 | 12,000 | 11,500 | 13,000 | 8.33% | 13.04% |
| Liability Insurance | 95,147 | 100,500 | 132,000 | 150,000 | 49.25% | 13.64% |

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
FOR ENTIRE DISTRICT

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|--------------------------------------|-------------------|-------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| Legal | 10,206 | 70,000 | 10,000 | 40,000 | -42.86% | 300.00% |
| Accounting | 6,776 | 15,000 | 25,000 | 20,000 | 33.33% | -20.00% |
| Engineering | - | 1,000 | - | 1,500 | 50.00% | 0.00% |
| Other Professional Services | 15,858 | 93,000 | 12,850 | 30,000 | -67.74% | 133.46% |
| Bank Service Charges | 13,074 | 15,000 | 22,000 | 22,000 | 46.67% | 0.00% |
| Transportation | 68,622 | 75,000 | 66,000 | 75,000 | 0.00% | 13.64% |
| Office Equip. Maintenance | 3,344 | 4,300 | 5,150 | 6,000 | 39.53% | 16.50% |
| Computer Software Maintenance | 38,198 | 39,500 | 45,500 | 46,000 | 16.46% | 1.10% |
| Memberships & Subscriptions | 24,444 | 31,000 | 28,250 | 47,500 | 53.23% | 68.14% |
| Bad Debts & Minimum Balance Writeoff | (4) | 32,000 | - | 20,000 | -37.50% | 0.00% |
| Conference & Continuing Ed | 6,376 | 28,000 | 6,500 | 33,000 | 17.86% | 407.69% |
| Certifications | 2,416 | 5,500 | 5,600 | 7,500 | 36.36% | 33.93% |
| State/County & LAFCO Charges | 54,093 | 57,500 | 61,400 | 62,000 | 7.83% | 0.98% |
| Hydraulic Water Model Maintenance | - | 2,000 | - | 2,000 | 0.00% | 0.00% |
| Elections Expense | - | 20,000 | 17,000 | - | -100.00% | -100.00% |
| Human Resources | 27,402 | 25,500 | 13,500 | 22,000 | -13.73% | 62.96% |
| Miscellaneous | 4,760 | 10,000 | 600 | 10,000 | 0.00% | 1566.67% |
| Director's Charges | 12,000 | 16,000 | 13,000 | 16,000 | 0.00% | 23.08% |
| TOTAL OPERATING EXPENSES | 8,185,105 | 9,334,290 | 8,807,060 | 9,954,882 | 6.65% | 13.03% |
| LONG TERM DEBT PAYMENTS | | | | | | |
| Safe Drinking Water Bond | 88,800 | - | - | - | 0.00% | 0.00% |
| 2012 CIP & Refi. | 177,600 | 177,600 | 177,600 | 177,600 | 0.00% | 0.00% |
| Davis-Grunsky Loan | 6,048 | 6,050 | 6,050 | 6,050 | 0.00% | 0.00% |
| VacCon Truck Loan(2021) | 117,441 | 117,441 | 117,441 | 117,441 | 0.00% | 0.00% |
| 2014 Wastewater Revenue Bonds | 485,574 | 486,575 | 486,575 | 487,175 | 0.12% | 0.12% |
| TOTAL LONG TERM DEBT PAYMENTS | 875,463 | 787,666 | 787,666 | 788,266 | 0.08% | 0.08% |
| CAPITALIZED EXPENDITURES | | | | | | |
| Vehicles, Rolling Stock & Equipment | 793,147 | 129,500 | 112,010 | 97,500 | -24.71% | -12.95% |
| Building, Yard & Paving Improvements | 40,207 | 395,000 | 99,815 | 395,000 | 0.00% | 295.73% |
| Capital Improvements Water | 1,096,879 | 2,138,700 | 1,093,444 | 2,944,800 | 37.69% | 169.31% |
| Capital Improvements Sewer | 238,516 | 2,096,500 | 803,581 | 1,645,500 | -21.51% | 104.77% |
| Engineering & Studies | 8,398 | - | 6,393 | 115,000 | 0.00% | 1698.77% |
| TOTAL CAPITAL EXPENDITURES | 2,177,148 | 4,759,700 | 2,115,243 | 5,197,800 | 9.20% | 145.73% |
| City of Eureka Projects: | | | | | | |
| CoE WWTP CIP | 522,296 | 698,000 | 698,000 | 3,670,000 | 425.79% | 425.79% |
| TOTAL City of Eureka Projects | 522,296 | 698,000 | 698,000 | 3,670,000 | 425.79% | 425.79% |
| BUDGET SURPLUS (DEFICIT) | 2,566,868 | (182,606) | 2,737,401 | (3,024,398) | 1556.24% | -210.48% |

HUMBOLDT COMMUNITY SERVICES DISTRICT
SUMMARY BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
FOR ENTIRE DISTRICT

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|---|-------------------|-------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| OPERATING REVENUE & EXPENSES | | | | | | |
| TOTAL OPERATING REVENUE | 13,347,908 | 14,575,300 | 14,158,120 | 15,599,800 | 7.03% | 10.18% |
| TOTAL OPERATING EXPENSES | (8,185,105) | (9,334,290) | (8,807,060) | (9,954,882) | 6.65% | 13.03% |
| NET SURPLUS/(DEFICIT) FROM OPERATIONS | 5,162,803 | 5,241,010 | 5,351,060 | 5,644,918 | 7.71% | 5.49% |
| NON-OPERATING REVENUE & EXPENSES | | | | | | |
| TOTAL NON-OPERATING REVENUE | 978,971 | 821,750 | 987,250 | 986,750 | 20.08% | -0.05% |
| TOTAL LONG TERM DEBT SERVICE | (875,463) | (787,666) | (787,666) | (788,266) | 0.08% | 0.08% |
| SURPLUS/(DEFICIT) BEFORE CAPITAL EXPENDITURES | 5,266,311 | 5,275,094 | 5,550,644 | 5,843,402 | 10.77% | 5.27% |
| HCSD CAPITAL IMPROVEMENT EXPENDITURES | (2,177,148) | (4,759,700) | (2,115,243) | (5,197,800) | 9.20% | 145.73% |
| CITY of EUREKA PROJECT REIMBURSEMENT | (522,296) | (698,000) | (698,000) | (3,670,000) | 425.79% | 425.79% |
| BUDGET SURPLUS (DEFICIT) | <u>2,566,868</u> | <u>(182,606)</u> | <u>2,737,401</u> | <u>(3,024,398)</u> | <u>1556.24%</u> | <u>-210.48%</u> |

Working Capital Reserve Summary

| | | | | | | |
|--|------------|------------|------------|-------------|----------|----------|
| BUDGET SURPLUS or (DEFICIT) | 2,566,868 | (182,606) | 2,737,401 | (3,024,398) | 1556.24% | -210.48% |
| Beginning Working Capital Reserves | 13,295,000 | 15,861,868 | 15,861,868 | 18,599,269 | 17.26% | 17.26% |
| Working Capital Reserve Balance, End of Year | 15,861,868 | 15,679,262 | 18,599,269 | 15,574,871 | -0.67% | -16.26% |

| | | |
|---------------------------------------|------------------------|------------------------|
| Minimum Target Reserve Balance | \$5,264,234.00 | \$5,717,053.00 |
| Maximum Target Reserve Balance | \$17,123,334.00 | \$17,870,653.00 |

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
Water Fund

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|--|-------------------|-------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| OPERATING REVENUE | | | | | | |
| Metered Water Sales | 5,472,497 | 6,115,000 | 5,900,000 | 6,603,000 | 7.98% | 11.92% |
| Water Construction Charges | 33,965 | 45,000 | 20,000 | 20,000 | -55.56% | 0.00% |
| Account Charges | 61,107 | 40,000 | 69,000 | 70,000 | 75.00% | 1.45% |
| Inspection Charges | - | - | - | - | 0.00% | 0.00% |
| Reimbursable Maintenance Charges | 967 | 1,400 | 100 | 1,400 | 0.00% | 1300.00% |
| Miscellaneous | 621 | 1,000 | 500 | 1,000 | 0.00% | 100.00% |
| TOTAL OPERATING REVENUE | 5,569,157 | 6,202,400 | 5,989,600 | 6,695,400 | 7.95% | 11.78% |
| NON-OPERATING REVENUE | | | | | | |
| Water Capital Connection/Capacity Charges | 156,109 | 190,000 | 47,000 | 50,000 | -73.68% | 6.38% |
| Interest/General | 66,763 | 40,000 | 190,000 | 190,000 | 375.00% | 0.00% |
| Discounts Earned | 949 | 1,000 | 500 | 1,000 | 0.00% | 100.00% |
| Sales:Fixed Assets/Scrap Metal | 668 | 1,000 | 8,000 | 1,000 | 0.00% | -87.50% |
| Bad Debt Recovery | 100 | 2,000 | 600 | 2,000 | 0.00% | 233.33% |
| FW/MR Assessment | 2,172 | - | - | - | 0.00% | 0.00% |
| Other Non-Operating Revenue | - | - | - | - | 0.00% | 0.00% |
| TOTAL NON-OPERATING REVENUE | 226,761 | 234,000 | 246,100 | 244,000 | 4.27% | -0.85% |
| TOTAL DISTRICT REVENUE | 5,795,918 | 6,436,400 | 6,235,700 | 6,939,400 | 7.81% | 11.29% |
| OPERATING EXPENSES | | | | | | |
| Wages Direct | 797,552 | 905,000 | 920,000 | 958,750 | 5.94% | 4.21% |
| Wages & Benefits: Allocated | 608,154 | 742,820 | 632,925 | 827,731 | 11.43% | 30.78% |
| Benefits: PERS | 108,605 | 130,000 | 120,000 | 143,475 | 10.37% | 19.56% |
| Group Ins | 334,383 | 360,000 | 375,000 | 413,000 | 14.72% | 10.13% |
| Workers Comp Ins | 17,388 | 17,000 | 14,500 | 14,850 | -12.65% | 2.41% |
| FICA/Medicare | 60,901 | 65,000 | 70,000 | 70,370 | 8.26% | 0.53% |
| Misc Benefits | - | - | - | - | - | - |
| Total Wages and Benefits | 1,926,983 | 2,219,820 | 2,132,425 | 2,428,176 | 9.39% | 13.87% |
| Less: wages & ben charged to Capital Proj. | (176,152) | (185,000) | (140,000) | (185,000) | 0.00% | 32.14% |
| Total Operating Wages and benefits | 1,750,831 | 2,034,820 | 1,992,425 | 2,243,176 | 10.24% | 12.59% |
| Water Purchase HBMWD | 1,128,204 | 1,175,000 | 1,150,000 | 1,180,000 | 0.43% | 2.61% |
| Water Purchase Eureka | 749,813 | 850,000 | 750,000 | 850,000 | 0.00% | 13.33% |
| Water Analysis | 7,975 | 10,000 | 11,000 | 10,000 | 0.00% | -9.09% |
| Supplies/ Construction | 102,082 | 120,000 | 87,000 | 110,000 | -8.33% | 26.44% |
| Supplies/Office-Administration | 4,715 | 4,500 | 3,500 | 4,500 | 0.00% | 28.57% |
| Supplies/ Engineering | 241 | 500 | 400 | 500 | 0.00% | 25.00% |
| Supplies/ Maintenance | 45,645 | 52,500 | 41,400 | 50,000 | -4.76% | 20.77% |
| Temporary Labor | 49,406 | 22,250 | 46,000 | 22,250 | 0.00% | -51.63% |
| Repairs & Maintenance/Trucks | 49,035 | 35,000 | 38,000 | 40,000 | 14.29% | 5.26% |
| Equipment Rental | 100 | 1,000 | - | 1,000 | 0.00% | 0.00% |
| Building & Grounds Maintenance | 4,252 | 4,500 | 6,000 | 6,000 | 33.33% | 0.00% |
| Electrical Power | 227,561 | 280,000 | 250,000 | 285,000 | 1.79% | 14.00% |
| Telephone | 56 | - | - | - | 0.00% | 0.00% |
| Postage | 207 | - | - | - | 0.00% | 0.00% |
| Freight | 189 | 500 | 50 | 350 | -30.00% | 600.00% |
| Chemicals | 9,555 | 12,000 | 11,500 | 13,000 | 8.33% | 13.04% |
| Engineering | - | - | - | - | 0.00% | 0.00% |
| Other Professional Services | - | 25,000 | 350 | 5,000 | -80.00% | 1328.57% |
| Transportation | 39,115 | 43,000 | 37,000 | 43,000 | 0.00% | 16.22% |
| Office Equip. Maintenance | 331 | 600 | 650 | 750 | 25.00% | 15.38% |
| Computer Software Maintenance | 19,733 | 21,000 | 21,000 | 21,000 | 0.00% | 0.00% |
| Memberships & Subscriptions | 1,796 | 1,500 | 1,750 | 2,000 | 33.33% | 14.29% |
| Bad Debts & Minimum Balance Writeoff | (4) | 10,000 | - | 10,000 | 0.00% | 0.00% |
| Conference & Continuing Ed | 3,486 | 10,000 | 5,500 | 10,000 | 0.00% | 81.82% |
| Certifications | 2,127 | 2,500 | 3,500 | 3,500 | 40.00% | 0.00% |
| State/County & LAFCO Charges and Charges | 29,799 | 30,000 | 38,400 | 39,000 | 30.00% | 1.56% |
| Hydraulic Water Model Maintenance | - | 2,000 | - | 2,000 | 0.00% | 0.00% |

HUMBOLDT COMMUNITY SERVICES DISTRICT
 BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
Water Fund

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|--|-------------------|--------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| Human Resources | 1,273 | 2,500 | 4,500 | 4,500 | 80.00% | 0.00% |
| Miscellaneous | - | 1,000 | 50 | 1,000 | 0.00% | 1900.00% |
| General & Admin Expense Allocation | 211,692 | 295,300 | 248,638 | 299,150 | 1.30% | 20.32% |
| TOTAL OPERATING EXPENSES | 4,439,213 | 5,046,970 | 4,748,613 | 5,256,676 | 4.16% | 10.70% |
| LONG TERM DEBT PAYMENTS | | | | | | |
| Safe Drinking Water Bond | 88,800 | - | - | - | 0.00% | 0.00% |
| 2012 CIP & Refi. | - | - | - | - | 0.00% | 0.00% |
| Davis-Grunsky Loan | 6,048 | 6,050 | 6,050 | 6,050 | 0.00% | 0.00% |
| VacCon Truck Loan | - | - | - | - | 0.00% | 0.00% |
| Debt Service: Allocated | - | - | - | - | 0.00% | 0.00% |
| TOTAL LONG TERM DEBT PAYMENTS | 94,848 | 6,050 | 6,050 | 6,050 | 0.00% | 0.00% |
| CAPITALIZED EXPENDITURES | | | | | | |
| Vehicles/Rolling Stock/Capital Equipment | - | - | - | - | 0.00% | 0.00% |
| Building & Yard Improvements | - | - | - | - | 0.00% | 0.00% |
| Capital Improvements Water | 1,096,879 | 2,138,700 | 1,093,444 | 2,944,800 | 37.69% | 169.31% |
| Engineering & Studies | - | - | - | - | 0.00% | 0.00% |
| General Fund Allocation | 224,902 | 286,140 | 114,774 | 346,275 | 21.02% | 201.70% |
| TOTAL CAPITAL EXPENDITURES | 1,321,781 | 2,424,840 | 1,208,218 | 3,291,075 | 35.72% | 172.39% |
| BUDGET SURPLUS (DEFICIT) | (59,924) | (1,041,460) | 272,819 | (1,614,401) | 55.01% | -691.75% |

HUMBOLDT COMMUNITY SERVICES DISTRICT
SUMMARY BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
Water Fund

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|---|-------------------|--------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| OPERATING REVENUE & EXPENSES | | | | | | |
| TOTAL OPERATING REVENUE | 5,569,157 | 6,202,400 | 5,989,600 | 6,695,400 | 7.95% | 11.78% |
| TOTAL OPERATING EXPENSES | (4,439,213) | (5,046,970) | (4,748,613) | (5,256,676) | 4.16% | 10.70% |
| NET SURPLUS/(DEFICIT) FROM OPERATIONS | 1,129,944 | 1,155,430 | 1,240,988 | 1,438,724 | 24.52% | 15.93% |
| NON-OPERATING REVENUE & EXPENSES | | | | | | |
| TOTAL NON-OPERATING REVENUE | 226,761 | 234,000 | 246,100 | 244,000 | 4.27% | -0.85% |
| TOTAL LONG TERM DEBT SERVICE | (94,848) | (6,050) | (6,050) | (6,050) | 0.00% | 0.00% |
| SURPLUS/(DEFICIT) BEFORE CAPITAL EXPENDITURES | 1,261,857 | 1,383,380 | 1,481,038 | 1,676,674 | 21.20% | 13.21% |
| HCSD CAPITAL IMPROVEMENT EXPENDITURES | (1,321,781) | (2,424,840) | (1,208,218) | (3,291,075) | 35.72% | 172.39% |
| BUDGET SURPLUS or (DEFICIT) | <u>(59,924)</u> | <u>(1,041,460)</u> | <u>272,819</u> | <u>(1,614,401)</u> | <u>55.01%</u> | <u>-691.75%</u> |
| Working Capital Reserve Summary | | | | | | |
| BUDGET SURPLUS or (DEFICIT) | (59,924) | (1,041,460) | 272,819 | (1,614,401) | 55.01% | -691.75% |
| Beginning Working Capital Reserves | 6,241,313 | 6,181,389 | 6,181,389 | 6,454,208 | 4.41% | 4.41% |
| Working Capital Reserve Balance, End of Year | 6,181,389 | 5,139,929 | 6,454,208 | 4,839,807 | -5.84% | -25.01% |
| Minimum Target Reserve Balance | | | \$2,224,090.00 | \$2,392,924.00 | | |
| Maximum Target Reserve Balance | | | \$5,379,090.00 | \$5,696,424.00 | | |

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
Sewer Fund

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|--|-------------------|-------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| OPERATING REVENUE | | | | | | |
| Sewer Service Charges | 7,715,543 | 8,315,000 | 8,100,000 | 8,842,500 | 6.34% | 9.17% |
| Sewer Construction Charges | 15,640 | 21,000 | 15,000 | 15,000 | -28.57% | 0.00% |
| Account Charges | 46,098 | 35,000 | 52,000 | 45,000 | 28.57% | -13.46% |
| Inspection Charges | 505 | 700 | 600 | 700 | 0.00% | 16.67% |
| Reimbursable Maintenance Charges | 123 | 200 | 20 | 200 | 0.00% | 900.00% |
| Miscellaneous | 842 | 1,000 | 400 | 1,000 | 0.00% | 150.00% |
| TOTAL OPERATING REVENUE | 7,778,751 | 8,372,900 | 8,168,020 | 8,904,400 | 6.35% | 9.02% |
| NON-OPERATING REVENUE | | | | | | |
| Sewer Capital Connection/Capacity Charges | 99,298 | 95,000 | 75,000 | 75,000 | -21.05% | 0.00% |
| Interest/General | 78,343 | 40,000 | 200,000 | 200,000 | 400.00% | 0.00% |
| Discounts Earned | 716 | 750 | 750 | 750 | 0.00% | 0.00% |
| Sales:Fixed Assets/Scrap Metal | 504 | 1,000 | 6,000 | 1,000 | 0.00% | -83.33% |
| Bad Debt Recovery | 75 | 1,000 | 400 | 1,000 | 0.00% | 150.00% |
| Other Non-Operating Revenue | - | - | - | - | 0.00% | 0.00% |
| TOTAL NON-OPERATING REVENUE | 178,936 | 137,750 | 282,150 | 277,750 | 101.63% | -1.56% |
| TOTAL DISTRICT REVENUE | 7,957,687 | 8,510,650 | 8,450,170 | 9,182,150 | 7.89% | 8.66% |
| OPERATING EXPENSES | | | | | | |
| Wages Direct | 474,494 | 565,000 | 510,000 | 598,000 | 5.84% | 17.25% |
| Wages & Benefits: Allocated | 608,154 | 742,820 | 632,925 | 827,731 | 11.43% | 30.78% |
| Benefits: PERS | 58,965 | 70,000 | 65,000 | 77,250 | 10.36% | 18.85% |
| Group Ins | 197,698 | 240,000 | 200,000 | 275,000 | 14.58% | 37.50% |
| Workers Comp Ins | 7,848 | 9,000 | 8,500 | 9,275 | 3.06% | 9.12% |
| FICA/Medicare | 36,236 | 41,000 | 40,000 | 43,950 | 7.20% | 9.88% |
| Misc Benefits | - | - | - | - | 0.00% | 0.00% |
| Total Wages and Benefits | 1,383,395 | 1,667,820 | 1,456,425 | 1,831,206 | 9.80% | 25.73% |
| Less: wages & ben charged to Capital Proj. | (46,332) | (65,000) | (55,000) | (65,000) | 0.00% | 18.18% |
| Total Operating Wages and benefits | 1,337,063 | 1,602,820 | 1,401,425 | 1,766,206 | 10.19% | 26.03% |
| Sewage Treatment: Operating & Maint. | 1,758,384 | 1,900,000 | 2,021,760 | 2,185,000 | 15.00% | 8.07% |
| Sewer Analysis | - | - | - | - | 0.00% | 0.00% |
| Supplies/ Construction | 34,509 | 40,000 | 35,000 | 40,000 | 0.00% | 14.29% |
| Supplies/ Office-Administration | 3,557 | 4,500 | 2,800 | 4,500 | 0.00% | 60.71% |
| Supplies/ Engineering | 182 | 500 | 350 | 500 | 0.00% | 42.86% |
| Supplies/ Maintenance | 90,642 | 52,500 | 30,000 | 45,000 | -14.29% | 50.00% |
| Temporary Labor | 37,271 | 22,250 | 35,000 | 22,250 | 0.00% | -36.43% |
| Repairs & Maintenance/Trucks | 38,717 | 28,000 | 33,000 | 35,000 | 25.00% | 6.06% |
| Equipment Rental | - | 1,000 | - | 1,000 | 0.00% | 0.00% |
| Building & Grounds Maintenance | 3,207 | 2,500 | 5,000 | 5,000 | 100.00% | 0.00% |
| Electrical Power | 98,500 | 110,000 | 105,000 | 115,000 | 4.55% | 9.52% |
| Telephone | 42 | - | - | - | 0.00% | 0.00% |
| Postage | 157 | - | - | - | 0.00% | 0.00% |
| Freight | 255 | 250 | 325 | 350 | 40.00% | 7.69% |
| Legal | - | - | - | - | 0.00% | 0.00% |
| Engineering | - | - | - | - | 0.00% | 0.00% |
| Other Professional Services | 3,160 | 28,000 | 2,500 | 5,000 | -82.14% | 100.00% |
| Transportation | 29,508 | 32,000 | 29,000 | 32,000 | 0.00% | 10.34% |
| Office Equip. Maintenance | 249 | 200 | 500 | 750 | 275.00% | 50.00% |
| Computer Software Maintenance | 13,432 | 15,000 | 18,500 | 19,000 | 26.67% | 2.70% |
| Memberships & Subscriptions | 1,446 | 1,500 | 1,500 | 1,500 | 0.00% | 0.00% |
| Bad Debts & Minimum Balance Writeoff | - | 22,000 | - | 10,000 | -54.55% | 0.00% |
| Conference & Continuing Ed | 2,574 | 10,000 | 1,000 | 10,000 | 0.00% | 900.00% |
| Certifications | 289 | 2,500 | 100 | 2,500 | 0.00% | 2400.00% |
| State/County & LAFCO Charges and Charges | 4,893 | 7,500 | 4,000 | 4,000 | -46.67% | 0.00% |
| Human Resources | 961 | 2,500 | 3,000 | 3,000 | 20.00% | 0.00% |

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
Sewer Fund

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|--|-------------------|-------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| Miscellaneous | (3) | 1,500 | 50 | 1,500 | 0.00% | 2900.00% |
| General & Admin Expense Allocation | 211,692 | 295,300 | 248,638 | 299,150 | 1.30% | 20.32% |
| TOTAL OPERATING EXPENSES | 3,670,683 | 4,182,320 | 3,978,448 | 4,608,206 | 10.18% | 15.83% |
| LONG TERM DEBT PAYMENTS | | | | | | |
| 2014 Wastewater Revenue Bonds | 485,574 | 486,575 | 486,575 | 487,175 | 0.12% | 0.12% |
| 2012 CIP & Refi. | 177,600 | 177,600 | 177,600 | 177,600 | 0.00% | 0.00% |
| VacCon Truck Loan(2021) | 117,441 | 117,441 | 117,441 | 117,441 | 0.00% | 0.00% |
| Debt Service: Allocated | - | - | - | - | 0.00% | 0.00% |
| TOTAL LONG TERM DEBT PAYMENTS | 780,615 | 781,616 | 781,616 | 782,216 | 0.08% | 0.08% |
| CAPITALIZED EXPENDITURES | | | | | | |
| Vehicles/Rolling Stock/Capital Equipment | 444,354 | 17,500 | 15,145 | - | -100.00% | -100.00% |
| Building, Yard& Paving Improvements | 2,834 | 5,000 | 1,715 | - | -100.00% | -100.00% |
| Capital Improvements Sewer | 238,516 | 2,096,500 | 803,581 | 1,645,500 | -21.51% | 104.77% |
| Engineering & Studies | - | - | - | - | 0.00% | 0.00% |
| General Fund Allocation | 169,663 | 109,865 | 86,584 | 261,225 | 137.77% | 201.70% |
| TOTAL CAPITAL EXPENDITURES | 855,367 | 2,228,865 | 907,025 | 1,906,725 | -14.45% | 110.22% |
| City of Eureka Projects: CoE WWTP CIP | 522,296 | 698,000 | 698,000 | 3,670,000 | 425.79% | 425.79% |
| TOTAL OTHER | 522,296 | 698,000 | 698,000 | 3,670,000 | 425.79% | 425.79% |
| BUDGET SURPLUS (DEFICIT) | 2,128,726 | 619,849 | 2,085,082 | (1,784,997) | -387.97% | -185.61% |

HUMBOLDT COMMUNITY SERVICES DISTRICT
SUMMARY BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
Sewer Fund

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|---|-------------------|-------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| OPERATING REVENUE & EXPENSES | | | | | | |
| TOTAL OPERATING REVENUE | 7,778,751 | 8,372,900 | 8,168,020 | 8,904,400 | 6.35% | 9.02% |
| TOTAL OPERATING EXPENSES | (3,670,683) | (4,182,320) | (3,978,448) | (4,608,206) | 10.18% | 15.83% |
| NET SURPLUS/(DEFICIT) FROM OPERATIONS | 4,108,068 | 4,190,580 | 4,189,573 | 4,296,194 | 2.52% | 2.54% |
| NON-OPERATING REVENUE & EXPENSES | | | | | | |
| TOTAL NON-OPERATING REVENUE | 178,936 | 137,750 | 282,150 | 277,750 | 101.63% | -1.56% |
| TOTAL LONG TERM DEBT SERVICE | (780,615) | (781,616) | (781,616) | (782,216) | 0.08% | 0.08% |
| SURPLUS/(DEFICIT) BEFORE CAPITAL EXPENDITURES | 3,506,389 | 3,546,714 | 3,690,107 | 3,791,728 | 6.91% | 2.75% |
| HCSD CAPITAL IMPROVEMENT EXPENDITURES | (855,367) | (2,228,865) | (907,025) | (1,906,725) | -14.45% | 110.22% |
| CITY of EUREKA PROJECT REIMBURSEMENT | (522,296) | (698,000) | (698,000) | (3,670,000) | 425.79% | 425.79% |
| BUDGET SURPLUS or (DEFICIT) | <u>2,128,726</u> | <u>619,849</u> | <u>2,085,082</u> | <u>(1,784,997)</u> | <u>-387.97%</u> | <u>-185.61%</u> |

Working Capital Reserve Summary

| | | | | | | |
|--|-----------|-----------|------------|-------------|----------|----------|
| BUDGET SURPLUS or (DEFICIT) | 2,128,726 | 619,849 | 2,085,082 | (1,784,997) | -387.97% | -185.61% |
| Beginning Working Capital Reserves | 6,504,549 | 8,633,275 | 8,633,275 | 10,718,357 | 24.15% | 24.15% |
| Working Capital Reserve Balance, End of Year | 8,633,275 | 9,253,124 | 10,718,357 | 8,933,360 | -3.46% | -16.65% |

| | | |
|---------------------------------------|-----------------|-----------------|
| Minimum Target Reserve Balance | \$3,015,144.00 | \$3,299,129.00 |
| Maximum Target Reserve Balance | \$11,694,244.00 | \$12,124,229.00 |

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
General Fund

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|---|-------------------|-------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| OPERATING REVENUE | | | | | | |
| Interest (will be allocated to w/s @ y/e) | 95,863 | - | 9,000 | 15,000 | 0.00% | 66.67% |
| Miscellaneous | - | - | 500 | - | 0.00% | -100.00% |
| TOTAL OPERATING REVENUE | 95,863 | - | 9,500 | 15,000 | 0.00% | 57.89% |
| NON-OPERATING REVENUE | | | | | | |
| Property Taxes | 477,411 | 450,000 | 450,000 | 450,000 | 0.00% | 0.00% |
| Insurance Rebate | - | - | - | - | 0.00% | 0.00% |
| Other Non-Operating Revenue | - | - | - | - | | |
| TOTAL NON-OPERATING REVENUE | 477,411 | 450,000 | 450,000 | 450,000 | 0.00% | 0.00% |
| TOTAL DISTRICT REVENUE | 573,274 | 450,000 | 459,500 | 465,000 | 3.33% | 1.20% |
| OPERATING EXPENSES | | | | | | |
| Wages Direct | 406,604 | 480,000 | 350,000 | 509,062 | 6.05% | 45.45% |
| Benefits: PERS | 321,863 | 350,000 | 360,000 | 386,275 | 10.36% | 7.30% |
| Group Ins | 485,272 | 665,000 | 560,000 | 763,000 | 14.74% | 36.25% |
| Workers Comp Ins | 3,631 | 5,000 | 5,600 | 7,875 | 57.50% | 40.63% |
| FICA/Medicare | 31,783 | 35,000 | 30,000 | 37,330 | 6.66% | 24.43% |
| Misc Benefits | 660 | 640 | 250 | 1,920 | 200.00% | 668.00% |
| Total Wages and Benefits | 1,249,813 | 1,535,640 | 1,305,850 | 1,705,462 | 11.06% | 30.60% |
| Less: wages & ben charged to Capital Proj. | (32,549) | (50,000) | (40,000) | (50,000) | 0.00% | 25.00% |
| Less: Allocated to Water and Sewer Funds | (1,216,308) | (1,485,640) | (1,265,850) | (1,655,462) | 11.43% | 30.78% |
| Total Unallocated Wages and Benefits | 956 | - | - | - | 0.00% | 0.00% |
| Supplies/ Construction | - | - | - | - | 0.00% | 0.00% |
| Supplies/ Administration | 3,346 | 6,000 | 5,000 | 6,000 | 0.00% | 20.00% |
| Supplies/ Engineering | - | 500 | 25 | 1,000 | 100.00% | 3900.00% |
| Supplies/ Maintenance | 2,293 | 5,000 | - | 5,000 | 0.00% | 0.00% |
| Invoicing | 67,158 | 60,000 | 65,000 | 65,000 | 8.33% | 0.00% |
| Temporary Labor | - | - | - | - | 0.00% | 0.00% |
| Repairs & Maintenance/Trucks | - | - | - | - | 0.00% | 0.00% |
| Equipment Rental | - | - | - | - | 0.00% | 0.00% |
| Building & Grounds Maintenance | 24,060 | 23,000 | 28,000 | 24,000 | 4.35% | -14.29% |
| Electrical Power | 82,792 | 110,000 | 85,000 | 100,000 | -9.09% | 17.65% |
| Street Lights | 75,208 | 105,000 | 80,000 | 90,000 | -14.29% | 12.50% |
| Telephone | 14,088 | 16,000 | 20,000 | 15,000 | -6.25% | -25.00% |
| Postage | - | 850 | 2,500 | 2,500 | 194.12% | 0.00% |
| Freight | 141 | 250 | 250 | 300 | 20.00% | 20.00% |
| Liability Insurance | 95,147 | 100,500 | 132,000 | 150,000 | 49.25% | 13.64% |
| Legal Services | 10,206 | 70,000 | 10,000 | 40,000 | -42.86% | 300.00% |
| Accounting | 6,776 | 15,000 | 25,000 | 20,000 | 33.33% | -20.00% |
| Engineering | - | 1,000 | - | 1,500 | 50.00% | 0.00% |
| Other Professional Services | 12,698 | 40,000 | 10,000 | 20,000 | -50.00% | 100.00% |
| Bank Service Charges | 13,074 | 15,000 | 22,000 | 22,000 | 46.67% | 0.00% |
| Transportation | - | - | - | - | 0.00% | 0.00% |
| Office Equip. Maintenance | 2,764 | 3,500 | 4,000 | 4,500 | 28.57% | 12.50% |
| Computer Software Maintenance | 5,034 | 3,500 | 6,000 | 6,000 | 71.43% | 0.00% |
| Memberships & Subscriptions | 21,202 | 28,000 | 25,000 | 44,000 | 57.14% | 76.00% |
| Bad Debts & Minimum Balance Writeoff | - | - | - | - | 0.00% | 0.00% |
| Conference & Continuing Ed | 316 | 8,000 | - | 13,000 | 62.50% | 0.00% |
| Certifications | - | 500 | 2,000 | 1,500 | 200.00% | -25.00% |
| State/County & LAFCO Charges and Charges | 19,401 | 20,000 | 19,000 | 19,000 | -5.00% | 0.00% |
| Elections Expense | - | 20,000 | 17,000 | - | -100.00% | -100.00% |
| Human Resources | 25,168 | 20,500 | 6,000 | 14,500 | -29.27% | 141.67% |
| Miscellaneous | 4,763 | 7,500 | 500 | 7,500 | 0.00% | 1400.00% |

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
General Fund

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|--|-------------------|-------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| Director's Charges | 12,000 | 16,000 | 13,000 | 16,000 | 0.00% | 23.08% |
| General & Admin Expense Allocation | (423,383) | (590,600) | (497,275) | (598,300) | 1.30% | 20.32% |
| TOTAL OPERATING EXPENSES | 75,208 | 105,000 | 80,000 | 90,000 | -14.29% | 12.50% |
| LONG TERM DEBT PAYMENTS | | | | | | |
| Less: Allocated to Water & Sewer Funds | - | - | - | - | 0.00% | 0.00% |
| TOTAL LONG TERM DEBT PAYMENTS | - | - | - | - | | |
| CAPITALIZED EXPENDITURES | | | | | | |
| Vehicles/Rolling Stock/Capital Equipment | 348,793 | 112,000 | 96,865 | 97,500 | -12.95% | 0.66% |
| Building, Yard & Paving Improvements | 37,373 | 390,000 | 98,100 | 395,000 | 1.28% | 302.65% |
| Engineering & Studies | 8,398 | - | 6,393 | 115,000 | 0.00% | 1698.77% |
| Less: Allocated to Water & Sewer Funds | (394,564) | (502,000) | (201,358) | (607,500) | 21.02% | 201.70% |
| TOTAL CAPITAL EXPENDITURES | - | - | - | - | | |
| BUDGET SURPLUS (DEFICIT) | 498,066 | 345,000 | 379,500 | 375,000 | 8.70% | -1.19% |

HUMBOLDT COMMUNITY SERVICES DISTRICT
SUMMARY BUDGETARY STATEMENT OF REVENUES AND EXPENSES FOR FISCAL YEAR 2024-2025
General Fund

| | 2023-24 Actual | 2024-25 Budget | 2024-25 Est Actual | 2025-26 Budget req | % Change vs 2025 Budget | % Change vs 2025 Actual |
|---|-------------------|-------------------|-----------------------|-----------------------|----------------------------|----------------------------|
| OPERATING REVENUE & EXPENSES | | | | | | |
| TOTAL OPERATING REVENUE | 95,863 | - | 9,500 | 15,000 | 0.00% | 57.89% |
| TOTAL OPERATING EXPENSES | (75,208) | (105,000) | (80,000) | (90,000) | -14.29% | 12.50% |
| NET SURPLUS/(DEFICIT) FROM OPERATIONS | 20,655 | (105,000) | (70,500) | (75,000) | -28.57% | 6.38% |
| NON-OPERATING REVENUE & EXPENSES | | | | | | |
| TOTAL NON-OPERATING REVENUE | 477,411 | 450,000 | 450,000 | 450,000 | 0.00% | 0.00% |
| SURPLUS/(DEFICIT) BEFORE CAPITAL EXPENDITURES | 498,066 | 345,000 | 379,500 | 375,000 | 8.70% | -1.19% |
| HCSD CAPITAL IMPROVEMENT EXPENDITURES | - | - | - | - | 0.00% | 0.00% |
| BUDGET SURPLUS or (DEFICIT) | <u>498,066</u> | <u>345,000</u> | <u>379,500</u> | <u>375,000</u> | <u>8.70%</u> | <u>-1.19%</u> |
| Working Capital Reserve Summary | | | | | | |
| BUDGET SURPLUS or (DEFICIT) | 498,066 | 345,000 | 379,500 | 375,000 | 8.70% | -1.19% |
| Beginning Working Capital Reserves | 549,138 | 1,047,204 | 1,047,204 | 1,426,704 | 36.24% | 36.24% |
| Working Capital Reserve Balance, End of Year | 1,047,204 | 1,392,204 | 1,426,704 | 1,801,704 | 29.41% | 26.28% |

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF CAPITAL IMPROVEMENTS FOR FISCAL YEAR 2024-2025
Capital Expenditures

| | 2023-24 Actual | 2024-25 Budget | 2024-25 As of April | 2024-25 Est Actual | 2025-26 Budget req |
|--|-------------------|-------------------|------------------------|-----------------------|-----------------------|
| VEHICLES, ROLLING STOCK & EQUIPMENT | | | | | |
| New Computers & Laptops Scheduled Replacements | 9,371 | - | - | 2,500 | 2,500 |
| Unit #4 2010 Ford F-450 w/crane | 167,707 | - | - | | |
| Unit 10 (Peterbilt Dump Truck) | 171,715 | - | - | | |
| Unit #3 Replacement - Ford 4x4 Truck | | 85,000 | - | 75,000 | |
| Unit #2 Replacement - Ford 4x4 Truck | | - | - | - | 95,000 |
| Riding Mower | | 10,000 | 7,769 | 7,769 | - |
| Truck Radio Repeater | | 12,000 | 6,595 | 6,595 | - |
| Hydrostatic Pressure Pump | | 5,000 | 4,756 | 5,000 | - |
| Sewer Push Camera (Sewer) | | 17,500 | 15,145 | 15,145 | - |
| Sewer Camera Van (Sewer) | 444,354 | | | | |
| Total Vehicles, Rolling Stock & Equipment | 793,147 | 129,500 | 34,266 | 112,010 | 97,500 |
| BUILDING, YARD & PAVING IMPROVEMENTS | | | | | |
| Office Building - (Siding, Windows, Front, Roof) (GF) | 25,654 | | | | |
| Office ADA (GF) | 11,719 | 35,000 | 29,169 | 30,000 | |
| Vehicle Storage Upgrades (GF) | | 20,000 | 2,056 | 2,100 | 25,000 |
| Yard Paving Repairs (GF) | | 40,000 | | | 40,000 |
| External and Parking lot Paving | | | | | 75,000 |
| Office Building and Breakroom Roof (GF) | | 45,000 | 31,309 | 34,000 | |
| Office Building Exterior Phase 2 (GF) | | 125,000 | | 10,000 | 75,000 |
| Small Truck Garage (GF) | | 125,000 | 21,773 | 22,000 | 105,000 |
| Functional Restrooms at Hoover and South Broadway (GF) | | | | | 75,000 |
| Drying Bed Upgrades (Sewer) | 2,834 | 5,000 | 1,715 | 1,715 | |
| Total Building, Yard & Paving Improvements | 40,207 | 395,000 | 86,022 | 99,815 | 395,000 |
| WATER SYSTEM IMPROVEMENTS (Water) | | | | | |
| New Connections | 11,442 | 15,000 | 8,469 | 10,000 | 15,000 |
| Donna Drive Hydro-Tank Replacement | 24,108 | | - | | |
| Ridgewood WBS | 22,004 | | | | |
| Water Sampling Stations | 20,879 | 35,000 | 10,308 | 35,000 | |
| AMR Program | 6,239 | 275,200 | 270,170 | 275,200 | 375,000 |
| SCADA upgrades (Water Portion) | 131,559 | 110,000 | 181,307 | 200,000 | 150,000 |
| Brier Lane 0.5MG Tank | 569,614 | 40,000 | 5,571 | 5,600 | 61,800 |
| Ridgewood Tank | 3,212 | 50,000 | 4,686 | 34,000 | |
| Hubbard 3rd Pump and Standby Generator | 28,256 | 7,500 | 15,623 | 16,000 | 65,000 |
| Donna Drive .5MG Tank | 9,469 | 420,000 | 164,205 | 285,500 | 484,500 |
| ADA Access-Pump Facilities | - | 5,500 | - | - | 5,500 |
| Truesdale WBS | 22,156 | 40,000 | 32,565 | 32,600 | 35,000 |
| PRV Program | - | 10,000 | | | 10,000 |
| South Bay School Backflow | | 20,000 | | - | 20,000 |
| Spruce Pt well pump and Standby Generator | - | 75,000 | 59,916 | 60,000 | 65,000 |
| Walnut 0.5 MG Tank Rehabilitation | - | 50,000 | | 44,000 | - |
| 18th Street SMR | 107,508 | | | | |
| Stanford Circle SMR | 36,032 | | 2,912 | 2,912 | |
| Temple Circle SMR | 71,171 | | 3,136 | 3,136 | |
| Walnut EQ Repair | 14,996 | 500,000 | (1,169) | | 650,000 |
| Crane Street | 375 | 297,500 | 88,762 | 88,762 | 210,000 |
| Shady Lane SMR | 1,045 | 140,000 | | | 140,000 |

| | | | | | |
|---|-----------|-----------|---------|-----------|-----------|
| Christian Ln SMR | 731 | | | | |
| Water Storage Tanks Cleaning Inspecting | 12,376 | 15,000 | | | |
| 18th & Quakler PSV | | 33,000 | | | |
| Upper Vista Water Main tie-in (Phase 1) | 1,700 | | 734 | 734 | 155,000 |
| Upper Vista Water Main tie-in (Phase 2) | | | | | 108,000 |
| McRae Lane SMR | 908 | | | | |
| Beechwood Tank Site Fencing | 1,101 | | | - | |
| Standby Generators (Water) | | | | | - |
| Tank Analysis and Rehab Design | | | | | 100,000 |
| Pigeon Point Wall | | | | | 75,000 |
| South Bay Well Electrical Upgrade | | | | | 20,000 |
| Meadowwood SMR | | | | | 200,000 |
| Total Water System Improvements | 1,096,879 | 2,138,700 | 847,195 | 1,093,444 | 2,944,800 |
| SEWER SYSTEM IMPROVEMENTS (Sewer) | | | | | |
| New Connections | 2,294 | 5,500 | 6,618 | 6,618 | 5,500 |
| Roth Court SLS | 58,684 | | 7,267 | 10,000 | |
| Sea Ave SLS/FM | 17,337 | 24,000 | 15,191 | 15,200 | |
| Allard Access Vault | 446 | 20,000 | 14,662 | 20,000 | |
| Foxwood Drive SLS | | 45,000 | 24,904 | 25,000 | |
| Christine Drive SLS | | 75,000 | - | - | 75,000 |
| Fields Landing SLS | | 100,000 | 99,110 | 100,000 | |
| Hoover Street SLS Upgrade | | 100,000 | 63,209 | 70,000 | 130,000 |
| Hoover SLS Flood Hardening | 2,733 | 250,000 | 57,318 | 70,000 | 180,000 |
| Artino SLS | | 30,000 | 7,659 | 8,000 | |
| King Salmon SLS | | 15,000 | - | - | 15,000 |
| SCADA upgrades (Sewer Portion) | 85,283 | 110,000 | 403,054 | 405,000 | 150,000 |
| Dr. Office Lane | 20,130 | 222,000 | 26,145 | 30,000 | |
| Walnut EQ Repair | 14,996 | 350,000 | (1,169) | - | 500,000 |
| South Broadway SLS/FM | 14,988 | 110,000 | | | |
| Hemlock | 24 | 80,000 | | | 80,000 |
| Hartman Ln | | 120,000 | | | - |
| Noe Ave | | 75,000 | 132 | 132 | 75,000 |
| Walnut Drive Trouble Spot | | 300,000 | | - | - |
| Walnut Drive Laterals | | 65,000 | | - | 65,000 |
| Blackberry SLS | 21,602 | | | | |
| Burns Drive/London Dr/Irving | | | 4,118 | 4,118 | 260,000 |
| Standby Generators (Sewer) | | | | | 110,000 |
| Pine Hill Sewer Pump | | | 36,915 | 36,915 | |
| Spruce Street SLS | | | 1,299 | 1,299 | |
| Maple Ln SLS Stainless | | | 1,299 | 1,299 | |
| Total Sewer System Improvements | 238,516 | 2,096,500 | 767,730 | 803,581 | 1,645,500 |
| ENGINEERING, STUDIES & CAPITAL OUTLAY | | | | | |
| District Design Standards (GF) | - | - | | | |
| Annexations (GF) | | - | | | |
| Grant Writing (GF) | 8,398 | - | 6,393 | 6,393 | 100,000 |
| Parks Feasability Study (GF) | - | - | - | - | 15,000 |
| Total Engineering & Studies | 8,398 | - | 6,393 | 6,393 | 115,000 |
| CITY OF EUREKA CIPS (Sewer) | | | | | |
| CoE WWTP CIP | 522,296 | 698,000 | - | 698,000 | 3,670,000 |
| Total City of Eureka CIPs | 522,296 | 698,000 | - | 698,000 | 3,670,000 |

Customer Service Account Charge

| | <u>Current Charge</u> |
|--|---|
| Activation, Deposits and Miscellaneous Charges | |
| Credit/Debit Card Convenience Charge | 3.5% of amount Paid |
| Establish Water & Sewer Accounts (Admin) | \$35.00 |
| Initial Residential Deposits: | |
| Water & Sewer | \$200.00 |
| Water Only | \$100.00 |
| Sewer Only | \$100.00 |
| Increase in Deposit due to non-payment per occurrence: | \$50.00 |
| Maximum Deposit: | \$300.00 |
| Multi-Family Units: | |
| Water & Sewer (1 st unit) | \$200.00 |
| 2 nd Unit | \$100.00 |
| Each Additional Unit | \$50.00 |
| Water Only (1 st Unit) | \$100.00 |
| 2 nd Unit | \$50.00 |
| Each Additional Unit | \$25.00 |
| Commercial Deposits | 2.5 x Mo Base Rate |
| When considering collection of a security deposit, deposit requirements may be waived if customer meets any of the following District guidelines for creditworthiness: | |
| (a) Prior service within the District showing timely payments within the previous two (2) years, or | |
| (b) Produce a letter of credit from PG&E, or other recognized utility showing timely payments for a period of one (1) year | |
| (c) Produce a positive rating report from a recognized credit reporting agency. (Ref. Code §7.06.030) | |
| (d) Participation in Automatic Payment Program | |
| Returned Checks | \$25.00 |
| Reinstatement of Service after discontinuance for nonpayment | 1 st time = \$40.00 \$65.00 + penalties thereafter |
| Tow Truck Call Charge | \$25.00 + actual tow costs |
| Broken Lock Charge | \$25.00 |
| Tampering Charge (any unauthorized operation of meters, valves, etc.) | \$260.00 |
| Meter Test Deposit – refunded if test fails | \$147.00 |
| After-hours Service Call | \$84.00 |

WATER – MONTHLY SERVICE RATES

Rates below are effective August 1, 2025. The monthly fixed charge shall depend on the meter size. Volumetric rates are for units of 100 cubic-feet (HCF).

| <u>Fixed Monthly Service Charges</u> | | | <u>Volumetric Consumption Charge</u> | |
|---|-----------------------|--------------------------|---|------------------------------|
| | <u>Current</u> | <u>Proposed</u> | <u>Current</u> | <u>Proposed</u> |
| SFR <1 inch and <24 Fixture Units | \$25.43 | <u>\$28.74</u> | \$5.73 per HCF | <u>\$6.47 per HCF</u> |
| 5/8 inch meter | \$25.43 | <u>\$28.74</u> | \$5.73 per HCF | <u>\$6.47 per HCF</u> |
| 3/4 inch meter | \$36.61 | <u>\$41.37</u> | \$5.73 per HCF | <u>\$6.47 per HCF</u> |
| 1 inch meter | \$58.96 | <u>\$66.62</u> | \$5.73 per HCF | <u>\$6.47 per HCF</u> |
| 1-1/2 inch meter | \$114.83 | <u>\$129.76</u> | \$5.73 per HCF | <u>\$6.47 per HCF</u> |
| 2 inch meter | \$181.86 | <u>\$205.50</u> | \$5.73 per HCF | <u>\$6.47 per HCF</u> |
| 3 inch meter | \$360.64 | <u>\$407.52</u> | \$5.73 per HCF | <u>\$6.47 per HCF</u> |
| 4 inch meter | \$1,120.45 | <u>\$1,266.11</u> | \$5.73 per HCF | <u>\$6.47 per HCF</u> |
| 6 inch meter | \$1,790.86 | <u>\$2,023.67</u> | \$5.73 per HCF | <u>\$6.47 per HCF</u> |

Other Miscellaneous Water Charges:

| | <u>Current Charge</u> | <u>Proposed Charge</u> |
|--|---|--|
| Temporary Construction Meter – Installation Monthly Rate | \$50.00 \$92.95 + \$5.31 per HCF | No Change <u>\$105.03 + \$6.47 per HCF</u> |
| Private Fire Protection Services | \$3.00 times diameter (inches) of service line | \$3.00 times diameter (inches) of service line |

Water Hauler Program:

| | <u>Charge</u> |
|--------------|----------------------|
| <600 gallons | \$20 |
| >600 gallons | \$0.03/gallon |

SEWER - MONTHLY SERVICE RATES:

Rates below are effective August 1, 2025. The rates and minimum sewer service charges billed monthly to customers within the service area of the District shall be as follows:

| Monthly Fixed Service Charge per Account | | Plus Monthly Fixed Service Charge Per Living Unit (LU)/Equivalent Dwelling Unit (EDU)* | | | Plus Winter Average - Volumetric Charge per HCF | |
|--|-----------------|--|---------|-----------------|---|-----------------|
| Current | <u>Proposed</u> | | Current | <u>Proposed</u> | Current | <u>Proposed</u> |
| \$4.15 | <u>\$4.57</u> | Single Family Residential (1-3 LU) | \$32.86 | <u>\$36.15</u> | \$10.90 | <u>\$11.99</u> |
| \$4.15 | <u>\$4.57</u> | Multi-Family (4 or more LU) | \$24.21 | <u>\$26.63</u> | \$10.90 | <u>\$11.99</u> |
| \$4.15 | <u>\$4.57</u> | Mobile Homes | \$19.72 | <u>\$21.69</u> | \$10.90 | <u>\$11.99</u> |
| \$4.15 | <u>\$4.57</u> | Trailer Parks | \$19.72 | <u>\$21.69</u> | \$10.90 | <u>\$11.99</u> |
| \$4.15 | <u>\$4.57</u> | Commercial – Light Strength (<370 mg/liter) | \$32.86 | <u>\$36.15</u> | \$10.91 | <u>\$12.00</u> |
| \$4.15 | <u>\$4.57</u> | Commercial – Med. Strength (370-500 mg/liter) | \$32.86 | <u>\$36.15</u> | \$19.04 | <u>\$20.94</u> |
| \$4.15 | <u>\$4.57</u> | Commercial – Heavy Strength (>500 mg/liter) | \$32.86 | <u>\$36.15</u> | \$24.30 | <u>\$26.73</u> |

* Fixed monthly service charges for Residential accounts shall be based on the number of Living Units (LU) at the Service Address. Fixed Monthly Service Charges for Commercial accounts shall be based on Equivalent Dwelling units (EDU).

Sewer – Other Miscellaneous Charges

| | <u>Charge</u> |
|---------------------------------|---|
| Special Sewer Discharge Permit: | \$250 plus an additional charge for actual gallons discharged to the public sewer system based on strength of discharged wastewater |

Waste Water Hauler Program:

| | |
|--|---------|
| Wastewater shall meet the District's Specific Pollutant Limits prior to discharge. No wastewater from a septic tank, portable bathroom, or recreational vehicle is allowed to be discharged to the District's sewage collection system. Discharge shall not exceed 1000 gallons a day. | |
| <500 gallons | \$20.00 |
| 501-1000 gallons | \$30.00 |

WATER SYSTEM CAPACITY CHARGES AND CONSTRUCTION CHARGES

Water Capacity Charge.

The water capital Capacity Charge is \$5,597 per 5/8" meter equivalency. See table below for additional meter sizes.

Water connection capacity charge for all classes of customers shall be based upon the number of meters per lot as well as the size of meter connected to the system as detailed in the following table; Capacity Charges are in addition to the actual cost of installing a service including main line tap, service line, meter, and box.

Figure 1: Water Capital Capacity Charges

| Meter Size | Equivalency Factor | | Max. Water Capacity Charge Per Meter |
|------------|---|---|--------------------------------------|
| | Max. Continuous Flow (gpm) ⁽¹⁾ | Equivalency to 5/8-inch Base Meter Size | Current |
| 5/8 inch | 25 | 1.00 | \$5,597.00 |
| 3/4 inch | 35 | 1.40 | \$8,396.00 |
| 1 inch | 55 | 2.20 | \$13,993.00 |
| 1-1/2 inch | 100 | 4.00 | \$27,985.00 |
| 2 inch | 160 | 6.40 | \$44,776.00 |
| 3 inch | 320 | 12.80 | \$89,552.00 |
| 4 inch | 500 | 20.00 | \$139,925.00 |
| 6 inch | 1,000 | 40.00 | \$279,850.00 |

⁽¹⁾ Source: AWWA M1, Table B-2. Assumes displacement meters for 5/8" through 2", Compound Class I for 3" through 6"

WATER METER PURCHASE AND INSTALLATION: In addition to the capital Capacity Charge, where the District installs a new water meter and service line, the meter charge and installation charge shall be dependent on the size of the meter required. All costs are based upon actual time and materials. Where the Developer has installed the new water service line, the District shall install the meter upon payment of the corresponding meter charge, installation charge and appropriate Capacity Charge. Charges within and without the limits of the District boundaries are payable in advance for the installation of new services and meters when work is performed by District forces. Charges shall be as indicated in the table below. Costs do not include permanent pavement or sidewalk replacement.

| | <u>Current Charge</u> | <u>Proposed Charge</u> |
|--------------------------------|-----------------------|------------------------|
| 5/8" Meter Charge | \$273.12 | <u>\$293.75</u> |
| Installation | \$2,915.00 | No Change |
| 3/4" Meter Charge | \$308.12 | <u>\$334.69</u> |
| Installation | \$2,950.00 | No Change |
| 1" Meter Charge | \$396.37 | <u>\$423.00</u> |
| Installation | \$3,115.00 | No Change |
| 1 1/2" and larger Meter Charge | Special Quote | No Change |
| Installation | Special Quote | No Change |

| | | |
|---|---|--|
| Split Water Service on 1" Service Line (New) (Does not include permanent pavement or sidewalk replacement) | 2 ea 5/8" \$4,260.00 3+ Special Quote 2 ea 3/4" Special Quote 3+ Special Quote | No Change No Change No Change No Change |
| Split Water Service in 2" Service Line (New) (Does not include permanent pavement or sidewalk replacement) | \$4,260.00 3+ Special Quote \$4,330.00 3+ Special Quote | No Change No Change No Change No Change |
| Splitting an Existing Water Service | Actual cost. Not to exceed charges for a new service | No Change |
| Temporary Construction Meter | \$50.00 | No Change |

SEWER CONNECTION AND CONSTRUCTION CHARGES

This charge is in addition to the actual cost of installing a service including main line tap, lateral line and cleanout. Does not include permanent pavement or sidewalk replacement.

Sewer Capital Capacity Charge (Capacity Charge Buy-In)

Current Charge: The Sewer Capital Capacity Charge is \$9,974.00/Equivalent Dwelling Unit (EDU)

A. Residential: The charge is based on the number of EDUs.

- Single residential units equal one EDU without consideration of the number of fixture units.
- Multiple residential units: The charge is calculated on the total fixture unit count converted to EDU and pro-rated for the second and subsequent EDU's based on a percentage calculation as compared to one EDU. One EDU shall equal 24 fixture units..

Commercial The charge is calculated on the total fixture unit count converted to EDU and pro-rated for the second and subsequent EDU's based on a percentage calculation as compared to one EDU. One EDU shall equal 24 fixture units.

| | <u>Charge</u> |
|---|--|
| Sewer Installation *if installed with water service, Charge= \$3,000 | < 10 ft deep \$4,425.00* > 10 ft deep special quote |
| Sewer Capital Capacity Charge - Residential | \$9,974.00 per EDU |
| Sewer Capital Capacity Charge – Commercial/ Industrial | \$9,974.00 per EDU |
| Sewer Lateral Inspection Charge | \$205.00 refundable |

Water Conservation Fines & Penalties

| | <u>Charge</u> |
|---|---------------|
| 1 st Violation (infraction) | \$25.00 |
| 2 nd Violation (Infraction) | \$50.00 |
| 3 rd Violation & subsequent violations within a 6-month period (misdemeanor) | \$100.00 |

Labor & Equipment Rates (rates listed are hourly unless otherwise denoted)

| | Current Charge | <u>Proposed Charge</u> |
|-------------------------------|----------------|------------------------|
| General Labor | \$66.54 | <u>\$68.45</u> |
| Foreman | \$99.07 | <u>\$102.04</u> |
| Inspector | \$109.14 | <u>\$112.41</u> |
| Plan Checker | \$86.71 | <u>\$89.31</u> |
| Engineering Technician | \$86.71 | <u>\$89.31</u> |
| Clerk | \$66.54 | <u>\$68.53</u> |
| Backhoe | \$73.63 | No Change |
| Bobcat | \$48.93 | No Change |
| Compressor | \$27.47 | No Change |
| Concrete Saw | \$19.42 | No Change |
| Light Tower | \$5.52 | No Change |
| Dump Truck <5 yards | \$73.10 | No Change |
| Dump Truck 5-7 yards | \$83.61 | No Change |
| Dump Truck 10 yards | \$94.12 | No Change |
| Excavator | \$53.81 | No Change |
| Honda EU 2000 Generator | \$5.00 | No Change |
| Choremaster Generator | \$12.34 | No Change |
| MQ 45 Generator | \$19.57 | No Change |
| MQ 70 Generator | \$35.36 | No Change |
| MQ 125 Generator | \$71.60 | No Change |
| MQ 300 Generator | \$122.26 | No Change |
| Mole | \$50.00/Day | No Change |
| Tapping Machine | \$50.00/Day | No Change |
| Shoring Trailer/shoring | \$670.80/Day | No Change |
| Shielding/Trench Boxes - Each | \$645.00/Day | No Change |
| Sewer Bypass Pump | \$1,000/Day | No Change |
| Trailer | \$28.56 | No Change |
| TV Van (sewer) | \$293.18 | No Change |
| Utility Truck (small) | \$37.19 | No Change |
| Utility Truck (medium) | \$41.96 | No Change |
| Utility Truck (large) | \$54.23 | No Change |
| Construction Utility truck | \$105.34 | No Change |
| VacCon/Hydro Excavator | \$254.00 | No Change |
| VacCon/Hydro Cleaner | \$274.00 | No Change |
| Roller | \$35.54 | No Change |
| Loader | \$74.37 | No Change |

Administrative Charges

Charges for Photocopies and/or Mailing of Printed Material Maps, Documents and Reports

| | <u>Current Charge</u> |
|--|---|
| Photocopies Black & White per side: 8.5x11 page 11x17 page 24x36 page | \$0.10 \$0.20 \$3.00 |
| Photocopies Color per side: 8.5 x 11 page 11 x 17 page 24 x 36 page | \$0.50 \$1.00 \$15.00 |
| Conversion of document to electronic image | \$2.00 plus \$0.10 per page |
| Public records request deposit | Same as copies. Admin Charge waived for <20 pages |
| Videos tapes, CDs, DVDs | \$3.00/each + actual cost of duplication |
| Mailing | \$3.00 each + actual cost for duplication |
| Agenda Annual Subscription (24 regular meetings)* | \$72.00 |
| Agenda Single – Mailed* | \$5.00 |

* All public meeting agendas are available free of charge through the District's website or at the District's office.

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RESOLUTION NO. 2025-06
A RESOLUTION OF THE HUMBOLDT COMMUNITY SERVICES
DISTRICT BOARD OF DIRECTORS ESTABLISHING A BUDGET AND
UPDATED MASTER RATE AND CHARGE SCHEDULE FOR FISCAL
YEAR 2025/26

WHEREAS, the Humboldt Community Services District is a community services district, duly formed as authorized by Government Code Sections 61000 through 61802; and

WHEREAS, the Humboldt Community Services District operates on a Fiscal Year beginning on July 1 and ending on June 30 of each year; and,

WHEREAS, the Humboldt Community Services District desires to prepare and adopt an Annual Budget showing anticipated revenues and expenditures, including a Master Rate Charge Schedule for the Fiscal Year.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Humboldt Community Services District adopts the following Budget and Master Rate and Charge Schedule for Fiscal Year 2025/26, which is attached hereto and by its reference made a part hereof.

PASSED, APPROVED, and ADOPTED at a regular meeting of the Board of Directors of the Humboldt Community Services District held this 10th day of June 2025, on the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Joe Matteoli, Board President

ATTEST:

Robert Christensen, Board Secretary

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