



HUMBOLDT COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING

AGENDA

DATE: Tuesday, February 10, 2026

TIME: 5:00 p.m.

LOCATION: 5055 Walnut Drive, Eureka, CA

Teleconference locations: 5055 Walnut Drive, Eureka, CA

The HCSD Boardroom is open to the public during the open session of the meeting. 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 (zoom.us) by entering Meeting ID 388 963 6754 and Passcode 202520. Access may also be via telephone 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 February 10, 2026, Meeting Agenda *Pgs. 1-2*
2. Approval of Minutes of the Regular Meeting of January 27, 2026 *Pgs. 3-6*

D. REPORTS

1. General Manager *Pgs. 7*
 - a) District Update
2. Finance Department
 - a) January 2026 Check Register *Pgs. 9-20*
 - b) FY 2026 Q2 Investment Report *Pgs. 21-22*
3. Engineering *Pgs. 23-24*
 - a) Update
4. Planning *Pgs. 25*
 - a) Update

5. Legal Counsel

6. Director Reports

E. PUBLIC PARTICIPATION

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, and limit their communications to 3 to 5 minutes. After all oral communications, the Board or staff may briefly respond to comments with information; however, the Brown Act prohibits discussion of matters not on the published agenda. Matters requiring discussion or action will be placed on the agenda of a future meeting.

F. NEW BUSINESS

G. CLOSED SESSION

1. PURSUANT TO Government Code Section 54954.5(e) PUBLIC EMPLOYEE PERFORMANCE EVALUATION – General Manager

H. ADJOURNMENT

Next Res: 2026-02

Next Ord: 2026-01

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 for this meeting (28 CFR 35.102–35.104, ADA Title II).

Pursuant to CA Govt §54957.5(a), 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 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, January 27, 2026, at 5055 Walnut Drive, Eureka, California, and via Zoom at 50 Via Ravello, Henderson, Nevada.

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), Utility Services Planner Rodriguez (USP), and Assistant Engineer Rawal (AE).

B. PLEDGE OF ALLEGIANCE

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

C. CONSENT CALENDAR

1. Approval of January 27, 2026, Meeting Agenda
2. Approval of Minutes of the Regular Meeting of January 13, 2026

IT WAS MOVED BY DIRECTOR MATTEOLI, SECONDED BY DIRECTOR BENZONELLI, TO APPROVE THE JANUARY 27, 2026, 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 annexation of the North McKay Ranch Subdivision was approved by the Humboldt Local Agency Formation Commission (LAFCo) on January 21. Staff is working with the County Planning Department on a proposal for CDBG funds to identify infrastructure needs in the Walnut Drive Corridor to support the full build-out of the Eureka Community Plan for approximately 5,000 units.

2. Finance Manager

- a) December 2025 Budget Statement

FM reviewed the Budget Statement and noted a fairly standard month. The District received a \$4,405 reimbursement from a District-initiated insurance claim for a fire hydrant damaged in a single-vehicle accident. Computer Software

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Maintenance will significantly exceed the budgeted amount for Fiscal Year (FY) 2026 due to the upgrade of the District's financial management software; It will not have a significant impact on the District's overall budget.

Legal Counsel (LC) Plotz arrived at 5:04 p.m.
Director Ryan arrived at 5:06 p.m.

3. Engineering

a) Update

AE updated the Board on the sewer smoke testing in the King Salmon area conducted on January 14. The inspection identified significant deficiencies in private sewer systems within trailer park areas and residential neighborhoods. The District will advise ratepayers with identified deficiencies in their private systems. Public outreach will be coordinated on the responsibilities of private property owners for their sewer connections. The District will also be evaluating manhole lid designs to reduce stormwater inflow into the system.

4. Planning

a) Update

USP updated the Board on a variance request for a Conditional Use Permit for a proposed 150-foot Verizon telecommunications tower on Misty Hills Lane. The requested variance was to reduce the required 10-foot horizontal separation for parallel installations to 5 feet along a 320-foot alignment. After inspecting the site and reviewing the easement, District staff determined that a ten-foot separation was physically feasible and denied the variance. The District is considering an alternative alignment proposed by the proponent that would require a 90-degree crossing of the water main.

5. Legal Counsel

No report.

6. Director Reports

Director Benzonelli attended the LAFCo meeting, where the North McKay Ranch Annexation to HCSD was approved. Director Benzonelli also attended a Redwood Region Economic Development Commission meeting, where the Humboldt Bay Harbor, Recreation and Conservation District delivered a presentation.

E. PUBLIC PARTICIPATION

No Public Comment.

F. NEW BUSINESS

1. Consideration of Claim for Damages – 1924 Ridgewood Drive

GM reported that on December 18, the District experienced a Sanitary Sewer Overflow (SSO) from a private cleanout at a residence. The SSO entered the residence's crawl space. During the investigation of the SSO, the District determined the cause of the blockage to be an impact driver pipe cutting tool lodged in the District's sewer main. The property owner subsequently submitted a claim to the District seeking reimbursement for completed work and estimated future costs. The total claim amount exceeds \$10,000. The District determined that the blockage likely entered the District's system during maintenance activities at the Ridgewood School site, approximately 700 feet from the blockage. The District's insurer, ACWA JPIA, has contacted the school to notify them of the claim and request information on the insurance carriers of the contractors who may be responsible for the blockage. Rejecting the claim will limit the lawsuit's exposure to six months and allow ACWA JPIA to evaluate and potentially subrogate the claim.

There was no public comment.

IT WAS MOVED BY DIRECTOR BENZONELLI, SECONDED BY DIRECTOR MATTEOLI, TO REJECT THE CLAIM FOR DAMAGES FROM THE RATEPAYER AT 1924 RIDGEWOOD DRIVE. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

2. Consideration of Subrecipient Agreement with County of Humboldt for Community Development Block Grant (CDBG) Funded Project

GM reported that the District is working with the County on a proposal for CDBG Funds to study infrastructure needs in the Walnut Drive Corridor. A funding requirement is that the District enter into a sub-recipient agreement with the County. The final agreement will be reviewed by District Legal Counsel.

Director Benzonelli emphasized that long-range planning should encompass the entire region and that the city and the Humboldt Bay Municipal Water District should be engaged in discussions on development. Director Gardiner asked what long-term compliance obligations the District may have from entering into the agreement. GM responded that the grant would be approximately \$300,000, allocated to a consultant for the study. If the District were to implement any infrastructure projects as a result of the study, it would be responsible for their maintenance and operation. Director Ryan asked about the conflict-of-interest clause in the agreement. LC responded that CDBG is federally funded and that federal regulations include provisions for conflict of interest for recipients, sub-recipients, and consultants.

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GM noted that the grant prohibits reimbursing for management costs associated with the study, and the County has agreed to reimburse the District for any management costs incurred.

There was no public comment.

IT WAS MOVED BY DIRECTOR BENZONELLI, SECONDED BY DIRECTOR RYAN, TO APPROVE AND AUTHORIZE THE GENERAL MANAGER TO SIGN THE SUBRECIPIENT AGREEMENT WITH THE COUNTY OF HUMBOLDT FOR A COMMUNITY DEVELOPMENT BLOCK GRANT FUNDED PROJECT. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

G. CLOSED SESSION

1. PURSUANT TO Government Code Section 54954.5(e) PUBLIC EMPLOYEE PERFORMANCE EVALUATION – General Manager

At 5:41 p.m., **IT WAS MOVED BY DIRECTOR BENZONELLI, SECONDED BY DIRECTOR RYAN**, TO MOVE INTO CLOSED SESSION. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

The Board returned to open session at 6:40 p.m., and President Hansen reported that the Board had taken no action.

H. ADJOURNMENT

Without further business, **IT WAS MOVED BY DIRECTOR RYAN, SECONDED BY DIRECTOR BENZONELLI**, TO ADJOURN. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

THE BOARD ADJOURNED ITS REGULAR MEETING OF January 27, 2026, AT 6:41 P.M.

Submitted, Board Secretary

Humboldt Community Services District

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

MEMORANDUM

TO: Board of Directors

FROM: Terrence Williams, General Manager

DATE: February 6, 2026

SUBJECT: General Manager Report for February 10, 2026 Board Meeting

Promotions

I'm pleased to report two recent personnel promotions within the HCSD organization: Noah Altic and Susan Chase.

Noah joined the District in January 2024 and has played an important role in supporting our Instrumentation Technician during the implementation of the SCADA system. In a relatively short time, Noah has demonstrated strong initiative and commitment to professional growth by earning his Commercial Driver's License and Distribution Operator Grade 2 certification. Noah consistently brings a strong work ethic, a positive attitude, and a willingness to take on new challenges. Noah was also the only employee to achieve perfect attendance in 2025, with no unplanned absences. His contributions have made him a valued member of the team, and he has earned his promotion from Utility Worker I to Utility Worker II.

Susan joined the District in December 2023 and serves in the Customer Service Department. Since coming on board, Susan has developed a thorough understanding of Utility Billing and Accounts Payable, while also taking on leadership roles beyond her core duties. She currently serves as chair of the Safety Committee, actively participates in the Employee Association, and consistently demonstrates enthusiasm and dedication to the District and its operations. Susan's initiative, professionalism, and engagement have made a meaningful impact, and she has been promoted from Customer Service Representative I to Customer Service Representative II.

Please take a moment, if you have the opportunity, to congratulate Noah and Susan on their well-deserved promotions and thank them for their continued contributions to HCSD.

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Accounts Payable

Checks by Date - Detail by Check Date

User: FM
Printed: 2/5/2026 10:29 AM

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

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
58579	B284 80221226	Badger Meter Inc Beacon Mbl Hosting - DECEMBER 2025	01/13/2026	521.28
Total for Check Number 58579:				521.28
58580	C036 056211 091656 099 13619 140830 3191442 57171 572070 82158 87255 912465 A40709	Corporate Payment Systems TKW/Registered Mail -CD JM/Harbor Freight, Rotary drill TKW/CRWA Water Dist Cert Course-KR, CD, J TKW/CRWA Annual Membership TKW/CSDA Certified GM Study Group MM/Desk calendar for RC MM/DRI Crash Plan MM/Microsoft - Projects for KR TKW/Craigslist Maint Foreman Ad- 11/7, 11/7, 1 MM/Microsoft - Exchange Email TKW/Eureka Rubber Stamp Company - Toland TKW/Eureka Rubber Stamp - AR Nameplate	01/13/2026	6.08 253.56 1,375.00 1,662.00 100.00 9.29 29.97 30.00 180.00 109.20 149.62 12.31
Total for Check Number 58580:				3,917.03
58581	C160 044438	Cal-Pac Machine & Hydraulics Backhoe cylinder repair	01/13/2026	700.00
Total for Check Number 58581:				700.00
58582	C180 6014450255 6014450255 6014450255	Canon Solutions America Inc. Office/Color Copies WXD03492- 11.30.25 - 12. UseTaxRecoveryFee/OfficeCopier: 11.30.25 - 12 Office/Black Copies WXD03492- 11.30.25 - 12.	01/13/2026	113.85 6.35 31.39
Total for Check Number 58582:				151.59
58583	C302 00880614	Robert Christensen RETIREMENT CARDS MT/BMc/BB	01/13/2026	18.78
Total for Check Number 58583:				18.78
58584	C450 INV08604	City of Eureka: Water Test Microbiological Testing - NOVEMBER 2025	01/13/2026	425.00
Total for Check Number 58584:				425.00
58585	C465 06302023	CJ Brown & Co CPA Progress work on FY 2023 audit	01/13/2026	215.00
Total for Check Number 58585:				215.00
58586	E330 548879/7 549157/7	Englund Marine and Industrial Supply PPE - DR - BRIGG JACKET, BIB OVERALLS ELITE BOOT INSULATED	01/13/2026	456.80 160.11

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 58586:				616.91
58587	E485	Cooney Parris and Rieke Corp	01/13/2026	
	192357/3	TEE, ELBOWS, UNION PVC, WTRPRF SEAL		78.20
	192409/3	FT LED BR30 AW 65W 6PK		27.18
	192410/3	GFI RECEPT TR15A WHT, WORK COVER, E		44.12
	192471/3	PLIER SET, UTIL KNIFE		43.48
	192548/3	PIGTAIL W SCRW 12 AWG 25PK		29.35
	192804/3	FLAT BAR, DRILLS, PACKOUT ORGANIZER		117.69
	192806/3	HEX BUSHING, BALL VLV, FLARE UNIONS		40.41
	192818/3	CREDIT INV# 192806/3 - -HEX BUSHING, -F		-6.08
	193286/3	HARDWARE SCREWS		7.18
	193288/3	DIAB SAW BLDS, \$5 SAVINGS RETURN		31.95
	193290/3	LED FLASHLIGHTS, LED HEADLAMPS		363.14
	193304/3	5 GAL BUCKET, KNEELING MAT		55.44
	193409/3	MARK PNT PINK		10.86
	193615/3	DIGITAL THERMOMETER		18.48
	193632/3	DOOR CLOSER, DOOR STOP, BARREL BOL		60.42
	193823/3	CLOROX WIPES, DAWN DISH SOAP, PWRW		28.88
Total for Check Number 58587:				950.70
58588	E558	NAPA Auto Parts of Eureka	01/13/2026	
	477100	UNIT# 16 - LIGHT BULB		11.07
	477331	580 M BACKHOE - BATTERY DISCONNECT		181.49
	477368	RACK & PINION, CORE DEPOSIT, STEERIN		752.64
	477604	FRNT END RPLCMNT - TIE ROD END		28.09
	477605	FRNT END RPLCMNT - PWR STRNG HOSE,		125.96
	477674	CRDT INVC #S 477368, 477605 - CORE DEPC		-163.84
	477678	OIL DRY		30.85
	477848	UNIT#16 FRONT END RPLCMNT - NAPA TH		240.33
	477958	CORE DEPOSIT RETURN - UNIT# 16		-19.85
	478639	UNIT#9 - HEATER RPLCMNT - BLOWER MC		36.72
	478643	UNIT# 9 - HEATER RPLCMNT - CONNECTO		29.16
	478859	UNIT#9 - HEATER RPLCMNT - BLOWER RE		36.72
	478981	UNIT#9 - HEATER RPLCMNT - BLOWER MC		120.16
Total for Check Number 58588:				1,409.50
58589	E650	Eureka Ready Mix	01/13/2026	
	106806	CLASS 2 BASE TON DELIVERED		439.08
Total for Check Number 58589:				439.08
58590	F049	Fastenal Company	01/13/2026	
	CAEUR139183	LG FLX GLVS, EAR PLUGS, LG SPLT BK GL		197.02
	CAEUR139251	XL OR DISP GLOVES, XL SPLT BCK DRVR (211.98
	CAEUR139321	SFTY GLSSES, BLK CHSL MRKR, PIPE THR		128.00
	CAEUR139398	SFTY GLSS', RESPIRATOR, PF GLV, DISP GI		443.87
Total for Check Number 58590:				980.87
58591	F050	Fastenal Industrial	01/13/2026	
	CAEUR139252	WHT MLTI FLD TWLS, CNTRPLL TWLS, CC		302.36
	CAEUR139314	CAN LINERS, MLTI FLD TWLS		119.46
	CAEUR139329	14.5" CBLE TIES, 2FTx0.345" BLK NYLON C		64.65
Total for Check Number 58591:				486.47
58592	H010	Keenan Supply	01/13/2026	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	S014776131.001	MXJFLNG ADAPTER 6 DI C153		581.91
	S014776141.001	MXJFLNG ADAPTER 6 DI C153		290.95
	S014776148.001	YARD STOCK - CHRISTY WATER CONCRETE		474.52
	S014782927.001	NORTHRIDGE RPLCMNT PARTS - GATE VL		2,905.15
	S014786599.001	YARD RPLCMNT - KRAUSZ HYMAX 2 FLIP		506.65
	S014786599.002	YARD RPLCMNT - TRFFC VALVE BOX		953.88
	S014789014.001	YARD RPLCMNT - KRAUSZ HYMAX 2 FLIP		457.82
	S014801714.001	AYM RUBBER METER GASKET		102.98
	S014815052.001	YARD STOCK - SHEAR RING CPLG, REDI-C		618.65
			Total for Check Number 58592:	6,892.51
58593	H210 673375	Hensell Materials 5 GAL JET SET	01/13/2026	46.75
			Total for Check Number 58593:	46.75
58594	H410 2368000	Humboldt Bay Municipal Water D Water Purchased - DECEMBER	01/13/2026	100,472.18
			Total for Check Number 58594:	100,472.18
58595	H810 1000019001 1000019400	Humboldt Waste Management Auth GREENWASTE SELF-HAUL KING SALMON SOLID WASTE SELF-HAUL	01/13/2026	17.41 12.50
			Total for Check Number 58595:	29.91
58596	I401 IN55319 IN55326 IN55418 IN55459 IN55469 IN55482 IN55484 IN55538 IN55539 IN55560 IN55561 IN55562 IN55579 IN55584	Industrial Electric Arcata Inc Coveralls Plates, spring nuts, cable ties,fitting and lugs Nema conduit box breaker,load center x5 SQboxes,x2covers,raised cover,blank cover,s Switch covers and plates, switches and emt x2 24v power adapter Lug hole,reducing bushing,tapes x12 T8 lamps, Emergency exit sign overhead coor reel x12 T8 bulbs,Emergency exit sign x12 T8 bulbs 30mm green pilot light Contact block,mounting adapt,momentary operat	01/13/2026	778.24 321.64 238.68 146.09 110.56 88.78 34.82 241.57 226.02 215.85 226.02 164.32 63.70 63.74
			Total for Check Number 58596:	2,920.03
58597	I700 5114843 5115123	IBS Interstate Battery System UNIT# 3 - NEW BATTERIES MINI EXCAVATOR BATTERY	01/13/2026	341.78 158.16
			Total for Check Number 58597:	499.94
58598	J800 217591	Johnson's Mobile Rentals LLC TEMP FENCING - RIDGEWOOD - 11.01.25 -	01/13/2026	300.15
			Total for Check Number 58598:	300.15
58599	M450 525082544 525126661 525170437 525213825	Mission Linen Uniforms/Mats Uniforms/Mats Uniforms/Mats Uniforms/Mats	01/13/2026	422.65 228.74 423.33 222.64

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 58599:				1,297.36
58600	N050	North Coast Journal	01/13/2026	
	2025-144125	MAINT FOREMAN 11.06.25		214.00
	2025-144126	MAINT FOREMAN 11.13.25		214.00
	2025-144127	MAINT FOREMAN 11.20.25		214.00
Total for Check Number 58600:				642.00
58601	N430	Nilsen Feed and Grain Co.	01/13/2026	
	041235/1	STRAW WADDLE		42.96
	041356/1	1 7/8 FROST FREE LATCH ASSEMBLY		22.04
Total for Check Number 58601:				65.00
58602	P430	Pierson Building Center	01/13/2026	
	301873	PVC BALL VLV 1IN SxS		6.16
	303292	P PRO EXT 9X4-1/2 11b 48599, P PRO EXT 8x		21.79
	303300	1x2x24 FIR STAKES, CA LUMBER ASSMNT		35.49
	303451	8IN ADJUSTBLE WRENCH, 6IN ADJUSTBL WR		27.87
	303599	CRANE ST HYDRANT REPAIR - TOPSOIL 1		19.81
	304751	STRT LINK CHAIN, SNAP LINK, PRO EXT, I		113.59
	304844	DREMEL ROTARY TOOL KIT, METAL CUT I		220.00
	304905	SNAP LINK, PLATE HITCHING RING 2		18.92
	306065	TELL LD COMM BALL ENTRY US32D, LOC		91.49
	306456	CORONA COMFORT TROWEL		9.91
Total for Check Number 58602:				565.03
58603	P550	Pitney Bowes Inc	01/13/2026	
	1028608884	SENDPRO INDIVIDUAL 10.01.25 - 12.31.25		38.70
	1028608884	Equipment Service Agreement TAX ES		7.03
	1028608884	Qtrly Rent Base C Series 10.01.25 - 12.31.25		80.34
Total for Check Number 58603:				126.07
58604	P557	Rexel USA Inc.	01/13/2026	
	6V26673	SHOP BLDG - GARAGE DOOR PROJECT M/		1,128.08
	6W08266	PEN BLUE-8S17 CU 8AWG 1H		51.03
Total for Check Number 58604:				1,179.11
58605	P785	Powell Landscape Materials	01/13/2026	
	7093A	Concrete for Crane St hydrant repair.		158.76
Total for Check Number 58605:				158.76
58606	R250	Recology Humboldt County	01/13/2026	
	35129576	Garbage Service - 12.01.25 - 12.31.25		714.89
Total for Check Number 58606:				714.89
58607	S310	Low Voltage Security Inc	01/13/2026	
	220044656	REKEY - STANDARD		15.00
Total for Check Number 58607:				15.00
58608	T810	Tony Gosselin Tire Service	01/13/2026	
	138173	unit 3 new tire		341.83
	138241	unit 16 front end replacement		1,957.88
	138347	unit 3 tire sensor		192.30

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 58608:				2,492.01
58609	U730	USA Bluebook	01/13/2026	
	834053/834713	PADLOCKS-INVC#S - INV00834053 & INV00834053		113.94
	INV00834053	Taxes		59.21
	INV00834053	DPD FREE(Chlorine Testers) 100/pk		88.35
	INV00834053	Freight Charge		103.69
	INV00834053	32 oz Filled Eyewash Bottles		214.63
	INV00847697	35" Steel Toe Hip Boots size 13		155.95
	INV00885012	4-GAS DETECTOR WITH AC ADAPTER		1,011.49
	INV00910630	RAIN JACKETS, RAIN PANTS		1,007.29
	INV00915458	COMBO KEYS, J-HOOK, EYE WASH STATTI		455.81
Total for Check Number 58609:				3,210.36
58610	V500	Verizon Wireless	01/13/2026	
	6131626809	Cellular Service - 11.22.25 - 12.21.25		435.35
Total for Check Number 58610:				435.35
58611	V700	Valley Pacific Petroleum Services Inc	01/13/2026	
	INV 25-971474	YARD FUEL		3,935.94
	INV 25-979581	YARD FUEL		4,177.03
Total for Check Number 58611:				8,112.97
58612	W570	Western Chain Saw	01/13/2026	
	397931	BRIGGS AIR FILTER		18.73
Total for Check Number 58612:				18.73
58613	ZSW012	Alan Bongio	01/13/2026	
		Refund Excess Insurance Payment	Refund Excess Insurance Paym	3,309.04
Total for Check Number 58613:				3,309.04
58614	C410	City of Eureka: SW	01/13/2026	
	INV08490	CONTRIBUTION BILLING FY 2024-2025		579,805.00
Total for Check Number 58614:				579,805.00
Total for 1/13/2026:				724,140.36
58615	UB*02321	LLACG ANDERS CAPITAL GROUP	01/16/2026	
		Refund Check 023917-000, 1942 CROWELL L		53.94
		Refund Check 023917-000, 1942 CROWELL L		42.89
		Refund Check 023917-000, 1942 CROWELL L		17.96
		Refund Check 023917-000, 1942 CROWELL L		6.35
Total for Check Number 58615:				121.14
58616	UB*02316	JAMES BROCKMANN	01/16/2026	
		Refund Check 016042-000, 4640 KINCAID CT		114.55
		Refund Check 016042-000, 4640 KINCAID CT		91.07
		Refund Check 016042-000, 4640 KINCAID CT		75.99
		Refund Check 016042-000, 4640 KINCAID CT		3.90
		Refund Check 016042-000, 4640 KINCAID CT		14.49
Total for Check Number 58616:				300.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
58617	UB*02313	CHERI CHAMP	01/16/2026	
		Refund Check 025980-000, 6175 WALNUT DR		2.49
		Refund Check 025980-000, 6175 WALNUT DR		19.72
		Refund Check 025980-000, 6175 WALNUT DR		15.68
		Refund Check 025980-000, 6175 WALNUT DR		32.70
Total for Check Number 58617:				70.59
58618	UB*02322	WILLIAM DAMRON	01/16/2026	
		Refund Check 013655-000, 4725 CUMMINGS		51.85
Total for Check Number 58618:				51.85
58619	UB*02323	LILIANN GARCIA	01/16/2026	
		Refund Check 026362-000, 2314 KIPLING DR		10.03
		Refund Check 026362-000, 2314 KIPLING DR		12.61
		Refund Check 026362-000, 2314 KIPLING DR		20.92
		Refund Check 026362-000, 2314 KIPLING DR		1.59
		Refund Check 026362-000, 2314 KIPLING DR		18.06
Total for Check Number 58619:				63.21
58620	UB*02310	REBEKAH/KAYLIN JACKSON/TURK	01/16/2026	
		Refund Check 025777-000, 4016 CEDAR ST		33.33
		Refund Check 025777-000, 4016 CEDAR ST		15.89
		Refund Check 025777-000, 4016 CEDAR ST		41.91
		Refund Check 025777-000, 4016 CEDAR ST		22.50
		Refund Check 025777-000, 4016 CEDAR ST		41.71
Total for Check Number 58620:				155.34
58621	UB*02320	PETER/JENNIFER JOHNSTON	01/16/2026	
		Refund Check 010901-006, 6263 BEECHWOOD		7.60
Total for Check Number 58621:				7.60
58622	UB*02318	LEONARD LINDSTROM	01/16/2026	
		Refund Check 014275-003, 2353 LINDY LN U		10.30
		Refund Check 014275-003, 2353 LINDY LN U		1.86
		Refund Check 014275-003, 2353 LINDY LN U		17.09
		Refund Check 014275-003, 2353 LINDY LN U		8.19
Total for Check Number 58622:				37.44
58623	UB*02314	NADINE MICELI	01/16/2026	
		Refund Check 021560-000, 2580 MYRTLE AVE		21.13
		Refund Check 021560-000, 2580 MYRTLE AVE		4.02
		Refund Check 021560-000, 2580 MYRTLE AVE		11.40
		Refund Check 021560-000, 2580 MYRTLE AVE		25.32
		Refund Check 021560-000, 2580 MYRTLE AVE		31.84
Total for Check Number 58623:				93.71
58624	UB*02311	JUAN PACHECO	01/16/2026	
		Refund Check 024658-000, 2132 SERENITY L		4.16
		Refund Check 024658-000, 2132 SERENITY L		8.68
		Refund Check 024658-000, 2132 SERENITY L		5.24
		Refund Check 024658-000, 2132 SERENITY L		0.66
		Refund Check 024658-000, 2132 SERENITY L		6.56
Total for Check Number 58624:				25.30

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
58625	UB*02319	LINDA SCOTT	01/16/2026	
		Refund Check 018994-001, 2135 DARTMOUT		49.02
		Refund Check 018994-001, 2135 DARTMOUT		6.20
		Refund Check 018994-001, 2135 DARTMOUT		48.77
		Refund Check 018994-001, 2135 DARTMOUT		38.97
		Refund Check 018994-001, 2135 DARTMOUT		8.77
Total for Check Number 58625:				151.73
58626	UB*02312	LOWELL STEEN	01/16/2026	
		Refund Check 025661-000, 6561 SPRING ST #		3.05
		Refund Check 025661-000, 6561 SPRING ST #		13.40
		Refund Check 025661-000, 6561 SPRING ST #		11.18
		Refund Check 025661-000, 6561 SPRING ST #		16.86
		Refund Check 025661-000, 6561 SPRING ST #		12.93
Total for Check Number 58626:				57.42
58627	UB*02315	JOHN WELLS	01/16/2026	
		Refund Check 025662-000, 46 BLUE SPRUCE		14.67
		Refund Check 025662-000, 46 BLUE SPRUCE		76.96
		Refund Check 025662-000, 46 BLUE SPRUCE		116.03
		Refund Check 025662-000, 46 BLUE SPRUCE		92.25
Total for Check Number 58627:				299.91
58628	UB*02317	WEYER FAMILY PROPERTIES LLC	01/16/2026	
		Refund Check 005171-001, 4759 HERRON RI		88.49
		Refund Check 005171-001, 4759 HERRON RI		234.77
		Refund Check 005171-001, 4759 HERRON RI		115.17
		Refund Check 005171-001, 4759 HERRON RI		12.46
		Refund Check 005171-001, 4759 HERRON RI		70.35
Total for Check Number 58628:				521.24
58629	U410	United Way of Humboldt	01/16/2026	
		PR Batch 00001.12.2025 UNITED WAY	PR Batch 00001.12.2025 UNI	2.95
		PR Batch 00001.11.2025 UNITED WAY	PR Batch 00001.11.2025 UNI	0.59
		PR Batch 00004.12.2025 UNITED WAY	PR Batch 00004.12.2025 UNI	0.50
		PR Batch 00002.11.2025 UNITED WAY	PR Batch 00002.11.2025 UNI	0.95
		PR Batch 00006.12.2025 UNITED WAY	PR Batch 00006.12.2025 UNI	0.03
		PR Batch 00004.12.2025 UNITED WAY	PR Batch 00004.12.2025 UNI	0.91
		PR Batch 00001.11.2025 UNITED WAY	PR Batch 00001.11.2025 UNI	2.25
		PR Batch 00006.12.2025 UNITED WAY	PR Batch 00006.12.2025 UNI	3.92
		PR Batch 00001.12.2025 UNITED WAY	PR Batch 00001.12.2025 UNI	0.45
		PR Batch 00002.11.2025 UNITED WAY	PR Batch 00002.11.2025 UNI	1.80
		PR Batch 00004.12.2025 UNITED WAY	PR Batch 00004.12.2025 UNI	2.59
		PR Batch 00006.12.2025 UNITED WAY	PR Batch 00006.12.2025 UNI	0.05
		PR Batch 00001.12.2025 UNITED WAY	PR Batch 00001.12.2025 UNI	0.60
		PR Batch 00002.11.2025 UNITED WAY	PR Batch 00002.11.2025 UNI	1.25
		PR Batch 00001.11.2025 UNITED WAY	PR Batch 00001.11.2025 UNI	1.16
Total for Check Number 58629:				20.00
58630	A160	ACWA-JPIA	01/16/2026	
	0708208	dLife/AD&D Plan - Employees - FEBRUARY		301.77
	0708208	iMedical Plan -Retired Members - FEBRUARY		42,971.10
	0708208	fDental Plan - Board Members - FEBRUARY		352.38
	0708208	cVision Plan - Employees - FEBRUARY		296.97
	0708208	bDental Plan - Employees - FEBRUARY		1,202.08
	0708208	EAP Plan - Board Members - FEBRUARY		12.40

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0708208	kVision Plan - Retired Members - FEBRUARY		437.64
	0708208	eMedical Plan - Board Members - FEBRUARY		12,613.89
	0708208	aMedical Plan - Employees - FEBRUARY		49,444.50
	0708208	hLife/AD&D Plan -Board Members - FEBRUAI		29.55
	0708208	gVision Plan - Board Members - FEBRUARY		62.52
	0708208	EAP Plan - Employees - FEBRUARY		44.64
	0708208	jDental Plan - Retired Members - FEBRUARY		1,678.81
Total for Check Number 58630:				109,448.25
58631	A790	Automation Direct	01/16/2026	
	18776699	VFD, Line Reactor - BUHNE		430.65
	18780154	VFD, Line Reactor - PERCH		430.65
	18781871	VFD, Line Reactor - SPARE		430.65
Total for Check Number 58631:				1,291.95
58632	B726	Rusty Brown	01/16/2026	
	2601	RESPIRATOR FIT TEST		1,260.00
	2601	CONFINED SPACE / TRENCHING & SHORIN		870.00
Total for Check Number 58632:				2,130.00
58633	C430	City of Eureka: WA	01/16/2026	
	12312025	Water Purchased - DECEMBER 2025		67,853.00
Total for Check Number 58633:				67,853.00
58634	C450	City of Eureka: Water Test	01/16/2026	
	INV08725	Microbiological Testing - DECEMBER 2025		595.00
Total for Check Number 58634:				595.00
58635	C495	Colantuono, Highsmith, Whatley, PC	01/16/2026	
	68668	CLIENT TRUST FUND SVCS 12.01.25 - 12.31		-1,775.00
	68668	SPECIAL LEGAL SERVICES		4,515.00
Total for Check Number 58635:				2,740.00
58636	H260	Hilfiker Pipe Company	01/16/2026	
	78215	x2 Vault lid concrete pours		474.70
Total for Check Number 58636:				474.70
58637	H340	Humboldt Area Chapter CSDA	01/16/2026	
	1	2026 ANNUAL DUES		50.00
Total for Check Number 58637:				50.00
58638	I525	Infosend	01/16/2026	
	301633	UB/Process and Mail/Bills - DECEMBER 2025		6,582.02
Total for Check Number 58638:				6,582.02
58639	J900	ACWA/Joint Powers Insurance Authority	01/16/2026	
	2QUARTER-4	Workers Comp Prog-Sewer - 10.01.25 - 12.31.25		1,954.78
	2QUARTER-4	Workers Comp Prog-Sales/Meter - 10.01.25 - 12		874.50
	2QUARTER-4	Workers Comp Prog-Clerical/Brd - 10.01.25 - 12		1,509.87
	2QUARTER-4	Workers Comp Prog-Water 10.01.25 - 12.31.25		3,284.38
Total for Check Number 58639:				7,623.53

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
58640	K450 072433	KEVIN'S MOBILE REPAIR SERVICE Vehicle lift inspection and maintance	01/16/2026	200.00
Total for Check Number 58640:				200.00
58641	M560 9737	The Mitchell Law Firm LLP LEGAL SERVICES - DECEMBER 2025	01/16/2026	1,792.00
Total for Check Number 58641:				1,792.00
58642	P006 0210577437 0210577437	PACE Supply Corp. Mod Mag 6" meter Meter replacement, 5/8"	01/16/2026	4,139.03 75,706.31
Total for Check Number 58642:				79,845.34
58643	S908 1 2	SWRCB-DWOC DWOC D2 CERTIFICATION - DR DWOC D2 CERTIFICATION - JDD	01/16/2026	65.00 50.00
Total for Check Number 58643:				115.00
58644	W208 1081	Watt's Cleaning Services MONTHLY OFFICE CLEANING - January	01/16/2026	950.00
Total for Check Number 58644:				950.00
Total for 1/16/2026:				283,667.27
ACH	H161	Humboldt Community Services District Initial Deposit-Redwood Capital Bank for Certif Initial Deposit-Redwood Capital Bank for Certif	01/30/2026	1,001,000.00 1,001,000.00
Total for this ACH Check for Vendor H161:				2,002,000.00
58645	A072 0014843	Accurate Drug Testing Services DOT Testing - NA	01/30/2026	35.00
Total for Check Number 58645:				35.00
58646	A210 762979	Petrusha Enterprises Inc. Overhead Door Alarm Panel	01/30/2026	816.83
Total for Check Number 58646:				816.83
58647	A440 1	Noah Altic PER DIEM FOR CWEA TRAINING	01/30/2026	117.00
Total for Check Number 58647:				117.00
58648	B296 1	Brandon Balke PER DIEM FOR CWEA TRAINING	01/30/2026	117.00
Total for Check Number 58648:				117.00
58649	C036 05656 0757830 0809868 102085 1060040	Corporate Payment Systems JM/Coffe for break room TK/Computer Case for OnCall Laptop/2 USB CI JM/Amazon, vehical phone chargers TK/Breakfast for Util Crew responding toHoove MM/Microsoft - Exchange Email Address Additi	01/30/2026	85.98 78.04 36.20 94.65 3.64

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	19307	JM/Lunch for afterhours work		113.00
	30095	MM/Microsoft - Exchange Email		121.80
	42456	MT/Harbor Freight Tools - - SHOP TOOLS		305.36
	47190	JM/Water for customer , and stock		11.98
	4803432	TK/Coffee Filters		14.31
	490126	MT/O Reilly - Parts for Unit 16		27.55
	52096	MM/Microsoft - Projects for KR		30.00
	5318CUS	TK/Adobe Acrobat Pro License AR/RC/TK		798.87
	57823	JM/drop bowl for sewer on walnut.		685.50
	6417814	TK/Coffee Creamer		6.16
	75618	MM/New Christmas decoration items (garland)		78.28
	77749	MM/Additional pump stick for meter boxes		697.04
	7930655	TK/Asprin - Office		7.82
	82163	MM/DRI Crash Plan		29.97
	91875	MM/New Christmas decoration items (tree ornar		43.50
	94777546	TK/Grammarly License AR/RC		288.00
	95309	MM/New Christmas decoration items (tree)		122.33
Total for Check Number 58649:				3,679.98
58650	C180	Canon Solutions America Inc.	01/30/2026	
	6014670823	Office/Black Copies WXD03492- 10.19.25 - 01.		3.55
	6014670823	UseTaxRecoveryFee/OfficeCopier 10.18.25 - 01		0.96
	6014670823	Office/Color Copies WXD03492- 10.18.25 - 01.		18.35
Total for Check Number 58650:				22.86
58651	C410	City of Eureka: SW	01/30/2026	
	JANUARY 2026	Humboldt Hill 21%		32,306.61
	JANUARY 2026	General 79%		121,534.39
Total for Check Number 58651:				153,841.00
58652	G150	Gaynor Telesystems Inc.	01/30/2026	
	SUB4047.0126	Fees and Surcharges 01.15.26 - 02.14.26		83.78
	SUB4047.0126	Cloud Subscription Charges 01.15.26 - 02.14.26		333.84
Total for Check Number 58652:				417.62
58653	G310	GHD Inc.	01/30/2026	
	380-0080673	HOOVER ST LS FLOOD PROTECTION PROJ		12,597.13
Total for Check Number 58653:				12,597.13
58654	H030	Halliday Products Inc	01/30/2026	
	00121847	King Salmon, vault hatch door		1,859.00
Total for Check Number 58654:				1,859.00
58655	H045	Harper and Associates Engineering Inc.	01/30/2026	
	ENG-9211	40% PROGRESS PYMNT FOR DIVING & EN		17,520.00
Total for Check Number 58655:				17,520.00
58656	J800	Johnson's Mobile Rentals LLC	01/30/2026	
	220518	Ridgewood tank temporary fencing		300.15
Total for Check Number 58656:				300.15
58657	M340	Mercer Fraser Co	01/30/2026	
	2151 - (5)	PROGRESS PAYMENT #3 (WATER) FOR MEI		3,809.75

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 58657:				3,809.75
58658	P010	Pacific Gas and Electric-GN	01/30/2026	
	02092026	aWA Pump & District/Cummings		7,147.77
	02092026	cFW/MR Water System		871.66
	02092026	bHH Water System		11,780.70
	02092026	eKS/HH Sewer System		3,675.61
	02092026	dGeneral Sewer System		11,146.82
	02092026	gSpark energy Gas/LP Gas Chgs		535.10
	02092026	fOffice/Yard		6,953.85
Total for Check Number 58658:				42,111.51
58659	P130	Pacific Gas and Electric-St	01/30/2026	
	02122026	Street Lights: JANUARY 2026		5,800.63
Total for Check Number 58659:				5,800.63
58660	P190	Pacific Paper Co	01/30/2026	
	243028	NOTEBOOKS, PENCILS, DRY ERASE PENS,		205.19
	244067	BINDERS, CALCULATOR RIBBON, COPY P/		305.39
Total for Check Number 58660:				510.58
58661	P785	Powell Landscape Materials	01/30/2026	
	7159A	Concrete for Beechwood valve cans		269.01
	7188A	Concrete for Beechwood valve cans		269.01
	7193A	Concrete for Beechwood valve cans		207.27
Total for Check Number 58661:				745.29
58662	R722	Hunter Rice	01/30/2026	
	3	PER DIEM FOR CWEA TRAINING		117.00
Total for Check Number 58662:				117.00
58663	S117	Sage Designs Inc	01/30/2026	
	8495	NA and TK Sage Design Training - Geo SCADA		4,600.00
Total for Check Number 58663:				4,600.00
58664	S750	Standard Insurance Company	01/30/2026	
	02012026	Short&Long Term Empl Disability 02.01.26 - 02		1,331.77
Total for Check Number 58664:				1,331.77
58665	S850	Optimum	01/30/2026	
	02152026	Internet/date-date 01.24.26 - 02.23.26		451.99
Total for Check Number 58665:				451.99
58666	T935	Two Brothers Cathodic Services Inc	01/30/2026	
	1158	TEST BOX FOR WALNUT TANK + TAX		924.38
	1158	LABOR, MOBILIZATION		400.00
Total for Check Number 58666:				1,324.38
Total for 1/30/2026:				2,254,126.47

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Report Total (89 checks):				3,261,934.10

Humboldt Community Services District

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

MEMORANDUM

For HCSD Board of Directors Regular Meeting of: February 10th 2026

AGENDA ITEM: D.2.b

TITLE: Investment performance report for 2nd QTR 2026

PRESENTED BY: Michael Montag, Finance Manager/District Treasurer

HCSD currently invests 100% of its working capital, capital improvement reserves, and debt payment reserves in FDIC-insured demand deposit accounts at Umpqua Bank, and US Bank. District Investment funds are held with the County of Humboldt Investment Pool and California CLASS JPA Investment Pool. As of December 31, 2025, the District had cash deposited in the following:

Umpqua Bank Checking Account:	\$ 536,276.85
U.S. Bank Checking Account:	\$ 2,886,155.99
County of Humboldt Treasury:	\$ 1,109,466.75
California CLASS JPA Investment Pool:	\$ 15,309,011.82

Additionally, after the close of the 2nd quarter of Fiscal Year 2026, \$2,002,000 has been transferred from the District's US Bank Checking account to the District's Redwood Capital Bank account. \$2,000,000 of this will be held in a CDARS Insured Certificate of Deposit earning 3.28% annualized interest, and \$2,000 will remain in an FDIC Insured checking account with Redwood Capital Bank, as required to maintain a Certificate of Deposit account.

Interest earned for FY 2025 and for the first two quarters of FY 2026 for the investment funds are listed in the table below (checking accounts are not interest-bearing). For comparison purposes, the State of California LAIF (Local Agency Investment Fund) rates are also included in the table. The County of Humboldt shows only the result from the first quarter of Fiscal Year 2026 since the county has not yet reported results for the second quarter.

Investment Source	FY 2025 % Return	FY 2026 Beginning Balance	1st Quarter Investment Returns	2nd Quarter Investment Returns	2026 Return % (raw) (1st QTR)	2026 Return % (annualized)
County of Humboldt	2.94%	\$1,109,466.75	\$8,352.34	N/A	0.75%	3.00%
CA CLASS JPA	5.30%	\$13,030,456.07	\$142,215.34	\$136,300.32	2.14%	4.28%
LAIF	4.41%	N/A	N/A	N/A	2.08%	4.16%
Redwood Capital Bank (CD)	N/A	N/A	N/A	N/A	N/A	3.28%

(cont.)

Per California Government Code Section 53646, I certify that the District's investments are in conformity with the District's investment policy and that there is sufficient cash flow liquidity to meet the next six months estimated expenditures.

Michael Montag
Finance Manager, Humboldt Community Services District

Humboldt Community Services District

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ENGINEERING MEMORANDUM

To: Board of Directors
From: Kush Rawal, Assistant Engineer
Date: February 6, 2026
Subject: Assistant Engineer Progress Report for the February 10, 2026 Board Meeting

King Salmon Sewer System – Variable Frequency Drive Installations

The District recently completed installing Variable Frequency Drives (VFDs) at key sewer lift stations (SLS) within the King Salmon sewer system to improve operational control during high inflow and infiltration events. These upgrades enable District staff to more effectively modulate pump speeds during extreme tidal and wet-weather conditions, reducing the risk of surcharging and sanitary sewer overflows.

During the final week of January, the King Salmon community experienced a series of king tides. These tides were smaller than the significant king tides that occurred earlier in the month but still resulted in elevated system flows and provided an important opportunity to evaluate the effectiveness of the newly installed VFDs under real-world conditions. District staff used this period to actively manage the system and refine operational strategies using the new controls.

VFDs were installed at the Buhne and Perch SLS's, allowing pump speeds to be adjusted by modifying operating frequency. This allows staff to remotely slow or increase pump speeds as needed without sacrificing pump efficiency and reduces power demand during lower-speed operation. The Buhne and Perch stations are now configured to communicate with each other through the District's SCADA system, enabling coordinated flow management between stations.

Under normal conditions, the Perch SLS operates in automatic mode at the lower end of the frequency range. This allows the station to move flow without overwhelming the downstream manhole leading toward the Buhne SLS. The Buhne SLS operates at a lower end frequency. When wet well levels at Buhne SLS increase, the system is programmed to increase to medium speed and, if necessary, to an overspeed condition. While efficiency decreases beyond this point, the overspeed capability provides an important safeguard during extreme events.

The King Salmon SLS is also integrated into this coordinated control strategy. If the King Salmon SLS experiences high wet well levels, both the Buhne and Perch SLSs automatically reduce their pumping rates. This coordinated response allows the District

to intentionally manage flow toward a known, controlled spill location rather than risk simultaneous surcharging at multiple points in the system.

During the late January king tide event, this coordinated approach proved effective. The Perch SLS slowed, while the Buhne SLS increased speed. This created a more gradual and controlled flow transition between the two stations. Buhne operated primarily at medium speed, without reaching high-speed or overspeed conditions. Throughout the event, staff were able to remotely adjust pump frequencies in real time and maintain stable system levels, while also controlling flow within the collection system.

While these upgrades do not eliminate all risks associated with extreme inflow and infiltration, they provide staff with a critical tool to better regulate system performance, limit surcharging, and reduce the likelihood of uncontrolled sewer overflows during future king tide and storm events.

Humboldt Community Services District

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MEMORANDUM

TO: Board of Directors

FROM: Ana Rodriguez, Utility Services Planner

DATE: February 10, 2026

SUBJECT: Utility Services Planner Report for February 10, 2026 Board Meeting

The start of the calendar year is a busy time for referrals in the planning department as contractors and project proponents prepare for the construction season. The District received approximately ten County referrals in January. These referrals fall into two categories:

Planning and Building.

Planning referrals is the big picture, strategic part of a project during pre-development. When the District receives a planning referral from the county, it works closely with the County and the project proponent to determine which infrastructure may be needed, why it is needed, where it makes sense to place utilities, and whether the project, as initially proposed, is feasible. This stage focuses on defining goals, identifying needs, weighing different options, and asking the right questions early. It is meant to be flexible, allowing ideas to be tested and refined before significant and financial resources are committed by contractors.

Building referrals occurs during the execution phase, and the focus is on turning plans into reality. This is where detailed design, permitting, construction, implementation, and inspection occurs. Approval on building referrals is more structured and less flexible, since changes at this stage can be costly, causing delays and affecting timelines. Strong planning reduces risk and sets projects up for success during the building phase.

Strong planning reduces risk and sets projects up for success during the building phase.