



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

AGENDA

DATE: Tuesday, January 13, 2026

TIME: 5:00 p.m.

LOCATION: 5055 Walnut Drive, Eureka, CA

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

The HCSD Boardroom is open to the public during 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 January 13, 2026, Meeting Agenda
2. Approval of Minutes of the Regular Meeting of December 9, 2025
3. Annual Designation of District Treasurer for Investment Authority Pursuant to California Government Code Section 53607

*Pgs. 1-3
Pgs. 5-10
Pgs. 11*

D. CORRESPONDENCE

1. ACWA JPIA – President’s Special Recognition Award

Pgs. 13-14

E. REPORTS

1. General Manager

- a) District Update

Pgs. 15-16

2. Finance Department

- a) November 2025 Budget Statement
- b) December 2025 Check Register

*Pgs. 17-24
Pgs. 25-34*

3. Engineering

a) Update

Pgs. 35-40

4. Planning

a) Update

Pgs. 41

5. Legal Counsel

6. Director Reports

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 their 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 the agenda for a future meeting.

G. NEW BUSINESS

1. Consideration of 2026 Meeting Calendar

Pgs. 43-44

2. Consideration of Participating in a Joint Solicitation of a Rate Study with the City of Eureka in Calendar Year 2026

Pgs. 45-46

3. Consideration of Resolution 2026-01: Pertaining to Humboldt County Operational Area Hazard Mitigation Plan 2025 Update

Pgs. 47-50

4. Consideration of Approval of Budget for Emergency Project to Establish Temporary Containment Structure at Hoover Lift Station

Pgs. 51-52

5. Consideration of Hiring of a CalPERS Retired Annuitant to serve as the District's Lead Distribution System Operator

Pgs. 53-54

H. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION, Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) and/or (d)(3): One case
Facts and circumstances: Claims by Pacific Shellfish related to the temporary closure of shellfish production in Humboldt Bay, December 2024 - January 2025.

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

I. 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, December 9, 2025, at 5055 Walnut Drive, Eureka, California, and on Zoom.

A. CALL TO ORDER AND ROLL CALL

Present upon roll call: Directors Benzonelli, Gardiner, Hansen, Matteoli, and Ryan.
Staff in attendance: General Manager Williams (GM), Finance Manager Montag (FM), 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 December 9, 2025, Meeting Agenda
2. Approval of Minutes of the Special Meeting of November 18, 2025

The minutes from November 18, 2025, incorrectly indicate that Director Matteoli led the Pledge of Allegiance. President Hansen led the Pledge of Allegiance.

IT WAS MOVED BY DIRECTOR GARDINER SECONDED BY DIRECTOR RYAN, TO APPROVE THE DECEMBER 9, 2025, CONSENT CALENDAR. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

D. REPORTS

1. General Manager

- a) District Update

GM introduced two new District employees. Dylan Vodden has joined the District staff as an Engineering Technician I/Utility Services Assistant. Daniel Rockholt has joined the District staff as a Utility Worker I in the Construction Department.

2. Finance Manager

- a) November 2025 Check Register

FM reviewed the check register and confirmed that the final payment to Viking Industrial for the Donna Drive Tank Rehabilitation Project was made.

3. Engineering

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a) Update

AE reported that the District Engineering Staff met with the Humboldt County Public Works Department to discuss preliminary design considerations for the County's upcoming improvement project on Myrtle Avenue between Ryan Slough Bridge and Freshwater Road. Staff reviewed locations where District infrastructure could be impacted.

Director Benzonelli asked about the age of the cement-asbestos water main under Myrtle Avenue and whether the District would coordinate its replacement in advance of the County's improvement project. Replacement of the water main is included in the District's Capital Improvement Program (CIP) and is scheduled to be replaced between 2032 and 2036. The CIP has prioritized the replacement of other parts of the systems that have already experienced failures

4. Planning

5. Legal Counsel

6. Director Reports

E. PUBLIC PARTICIPATION

No Public Comment.

F. NEW BUSINESS

1. Consideration of Approving Resolution 2025-10 Honoring Bill Bitner Upon His Retirement

GM reported that three long-term District employees, Bill Bitner, Brian McNeill, and Mark Taylor, are retiring. The District has employed Bill Bitner for 33 years, Brian McNeill and Mark Taylor have both been employed for 22 years. President Hansen read the resolution honoring Bill Bitner into the record. Board Members expressed their appreciation to Bill Bitner.

There was no public comment.

IT WAS MOVED BY DIRECTOR MATTEOLLI, SECONDED BY DIRECTOR RYAN, TO ADOPT RESOLUTION 2025-10 HONORING BILL BITNER UPON HIS RETIREMENT. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

New Business item F.3 was inadvertently considered before New Business item F.2

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3. Consideration of Approving Resolution 2025-12 Honoring Mark Taylor Upon His Retirement

President Hansen read the resolution Honoring Mark Taylor Upon His Retirement into the record. Board Members expressed their appreciation to Mark Taylor.

There was no public comment.

IT WAS MOVED BY DIRECTOR GARDINER, SECONDED BY DIRECTOR BENZONELLI, TO ADOPT RESOLUTION 2025-12 HONORING MARK TAYLOR UPON HIS RETIREMENT. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

2. Consideration of Approving Resolution 2025-11 Honoring Brian McNeill Upon His Retirement

President Hansen read the resolution Honoring Brian McNeill Upon His Retirement into the record. Board Members expressed their appreciation to Mark Taylor.

There was no public comment.

IT WAS MOVED BY DIRECTOR RYAN, SECONDED BY DIRECTOR BENZONELLI, TO ADOPT RESOLUTION 2025-11 HONORING BRIAN MCNEILL UPON HIS RETIREMENT. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

4. Consideration of Adopting Resolution 2025-13 Approving Property Tax Exchange Related to the North McKay Ranch Subdivision Annexation

Director Matteoli noted a potential conflict of interest arising from his financial interest in Coldwell Banker Cutten Realty. He recused himself from New Business Item F.4, as defined by Government Code § 87100, and left the meeting.

GM reported that the District received a letter from the County Auditor-Controller regarding property tax distribution for the annexation of the North McKay Ranch Subdivision. On October 30, the District met with county staff who agreed to present the District's request for an additional property tax allocation to the Board of Supervisors. The Board of Supervisors did not support an adjustment to the District's property tax allocation. It approved an annual allocation of \$1,000.00 to the District in lieu of a formal property-tax sharing agreement. The HCSD Board may consider

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accepting or rejecting the Supervisor's property tax exchange by adopting Resolution 2025-13. If the District rejects the proposed property tax exchange, the North McKay Ranch Subdivision annexation would need to be resubmitted to the Local Area Formation Commission (LAFCo) for reconsideration. The District sought an adjustment from the proposed property tax exchange from 0.01061 to 0.0200. The increased exchange would only allocate less than \$200 annually. At full buildout of the annexed property, the District would realize approximately \$30,000.00 annually.

Director Benzonelli provided a summary of the County Board of Supervisors' deliberations. She noted that, in the future, the District should work with the developer to secure the developer's support for an increased property tax exchange before applying for annexation to LAFCo. Director Benzonelli also noted that rejecting the County's position on the tax exchange would be an unfair burden on the developer of the property.

The Board discussed the District's street lighting program and how property tax revenue is used to fund street lighting. The GM reviewed various funding mechanisms for street lights. It was also noted that approximately 5,000 potential housing units are in different stages of development, and that the District should prepare for future annexation discussions that would include property tax exchange negotiations.

There was no public comment.

IT WAS MOVED BY DIRECTOR GARDINER, SECONDED BY DIRECTOR BENZONELLI, TO ADOPT RESOLUTION 2025-13 ACCEPTING PROPERTY TAX EXCHANGE RELATED TO THE NORTH MCKAY RANCH SUBDIVISION ANNEXATION. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

District Counsel (DC) Plotz arrived at the meeting at 5:40 p.m. Director Matteoli rejoined the meeting after the Board voted on New Business item F.4

5. Consideration of Providing Public Comment to the North Coast Regional Water Quality Control Board on a Proposed Resolution Defining Project Criteria that Would be Eligible as Part of an Exception to the Enclosed Bays and Estuaries Policy (EBEP) Prohibiting Waste Discharges to Humboldt Bay

President Hansen asked DC if it was advised that he recuse himself from New Business F.5 due to his employment with the City of Eureka. DC advised President Hansen that he did not need to recuse himself.

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GM reported that the City of Eureka (COE) and North Coast Regional Water Quality Control Board (NCRWQCB) staff have collaborated on draft criteria for an exception to the Enclosed Bays and Estuaries Policy (EBEP). He noted that the City's Elk River Wastewater Treatment Facility, which treats the District's wastewater, currently discharges effluent into Humboldt Bay. In October 2023, the NCRWQCB adopted an order prohibiting continued discharge to the bay and establishing a timeline to phase it out unless the City can demonstrate compliance. GM explained that the proposed criteria for an EBEP exception have been incorporated into a draft State Water Board resolution, and a draft public comment letter is provided for the Board's consideration. Some of the proposed criteria could benefit the District, including potential future efforts to connect areas currently served by private septic systems to the sewer system. Approximately 1,500 parcels in the District rely on septic systems, which may contribute to water quality impacts in Humboldt Bay. Extending sewer service to these properties would deliver environmental and water-quality benefits. GM also noted that the City could alternatively develop a significant ocean outfall system; however, such a project would cost more than \$200 million and impose a substantial financial burden on both City and District ratepayers.

The COE has reviewed the letter and approves of its content.

There was no public comment.

IT WAS MOVED BY DIRECTOR RYAN, SECONDED BY DIRECTOR BENZONELLI, TO ADOPT PUBLIC COMMENT TO THE NORTH COAST REGIONAL WATER QUALITY CONTROL BOARD ON A PROPOSED RESOLUTION DEFINING PROJECT CRITERIA THAT WOULD BE ELIGIBLE AS PART OF AN EXCEPTION TO THE ENCLOSED BAYS AND ESTUARIES POLICY (EBEP) PROHIBITING WASTE DISCHARGES TO HUMBOLDT BAY. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

6. Consideration of Providing Public Comment to the Humboldt Bay Harbor, Recreation, and Conservation District on the Notice of Application for the Elk River Estuary Restoration Project from CalTrout

GM reported that CalTrout has submitted a permit application for the Elk River Estuary Restoration Project, which will restore the slough and saltwater marsh east of Highway 101. The District owns property, infrastructure and easements within the project area, including a drinking water transmission main that bisects the site, and must maintain access and control over these assets. The project also includes constructing an eco-levy and a non-motorized boat ramp. District staff periodically require access to the transmission main for operations and maintenance. The public comment letter requests that the Humboldt Bay Harbor, Recreation and Conservation District ensure continued coordination with the

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project proponents and consideration of the District's need to access the transmission main throughout project development and construction.

There was no public comment.

IT WAS MOVED BY DIRECTOR BENZONELLI, SECONDED BY DIRECTOR GARDINER, TO ADOPT PUBLIC COMMENT TO THE HUMBOLDT BAY HARBOR, RECREATION, AND CONSERVATION DISTRICT ON THE NOTICE OF APPLICATION FOR THE ELK RIVER ESTUARY RESTORATION PROJECT FROM CALTROUT. 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 6:28 p.m., **IT WAS MOVED BY DIRECTOR GARDINER, SECONDED BY DIRECTOR MATTEOLI, 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 7:02 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 MATTEOLI, 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 December 9, 2025, AT 7:03 P.M.

Submitted, Board Secretary

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: January 13, 2026

AGENDA ITEM: C.3 (Consent Calendar)

TITLE: Annual Designation of District Treasurer for Investment Authority
Pursuant to California Government Code Section 53607

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

District staff recommends that the Board of Directors designate Michael M. Montag, District Treasurer, to exercise the investment authority outlined in California Government Code Section 53607 for a one-year period.

Summary:

Recently, the District's General Manager and Finance Manager attended a *Financial Management for Special Districts* workshop hosted by the California Special Districts Association. During the workshop, presenters emphasized the importance of annually delegating investment authority pursuant to California Government Code Section 53607.

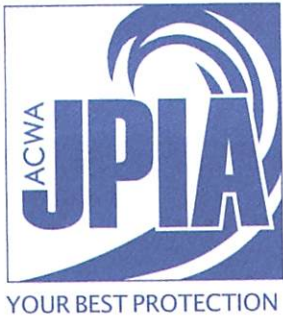
California Government Code Section 53607 provides that a legislative body may delegate its authority to invest or reinvest funds, or to sell or exchange securities, to the treasurer of the local agency for a one-year period. Upon delegation, the treasurer assumes full responsibility for those transactions and is required to submit a monthly report of investment activity to the legislative body. The delegation of authority may be renewed annually by the Board.

District staff learned that this annual designation requirement is often overlooked by local agencies but is necessary to ensure compliance with state law. If approved, the Board will consider renewal of this delegation each year as part of its regular governance practices.

Fiscal Impact

None

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12/3/2025

ACWA JPIA

P. O. Box 619082
Roseville, CA
95661-9082

phone
916.786.5742
800.231.5742

www.acwajpia.com

Core Values

- People
- Service
- Integrity
- Innovation

Humboldt Community Services District (H004)
P.O. Box 158
Cuttan, CA 95534-0158

General Manager:

Each year at Fall Conference, the JPIA recognizes members that have a Loss Ratio of 20% or less in either of the Liability, Property, or Workers' Compensation programs (loss ratio = total losses / total premiums).

The members with this distinction receive the **"President's Special Recognition Award"** certificate for each Program that they qualify in.

The JPIA is extremely pleased to present Humboldt CSD with this special recognition and commends the District on the hard work in reducing claims.

Congratulations to you, your staff, Board, and District. Keep up the good work!

The JPIA wishes you the best in 2026.

Sincerely,

Melody McDonald
President

Enclosure: President's Special Recognition Award(s)

President's Special Recognition Award

*The President of the
ACWA JPIA
Hereby presents Special Recognition Award to*

Humboldt Community Services District

In recognition of outstanding performance in the Property program, demonstrated by maintaining exceptionally low claim costs relative to contributions during the period 07/01/2021 - 06/30/2024 announced at the ACWA JPIA Board of Director's meeting held in San Diego, California.

Melody McDonald

Melody McDonald, President



December 01, 2025

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: January 9, 2026

SUBJECT: General Manager Report for January 13, 2026 Board Meeting

Happy New Year

Since the last District update in December, HCSD has experienced a series of operational and environmental challenges that have tested our systems, staff, and processes. These events have required significant attention and resources and have also reinforced the District's resilience, the professionalism of our team, and the importance of continued investment in infrastructure, planning, risk management and most of all, our people. This report outlines the actions underway to stabilize operations and position the District for successful recovery and long-term improvement.

Over the past month, the District has managed several notable incidents:

Sewer System Impacts: Three sewer spills occurred, each requiring immediate response, regulatory coordination, and corrective actions (see engineer's report included in this packet).

Flooding Events: A flash flood event, combined with multiple days of tidal flooding, stressed drainage and wastewater infrastructure and highlighted known vulnerabilities in low-lying areas.

District staff have responded quickly and decisively to each incident:

Emergency response protocols were implemented effectively, limiting environmental impact and service disruptions.

Staff coordinated closely with agency partners, regulatory agencies, consultants, and contractors to ensure compliance and transparency.

Internal reviews are underway to identify root causes, improve procedures, and prevent recurrence.

Staff is reassessing scope, design assumptions, and delivery methods to ensure that improvement work results in stronger, more reliable outcomes.

Despite these challenges, the District is well-positioned to recover and move forward with confidence. Key opportunities and focus areas include:

Infrastructure Resilience: Recent events underscore the importance of continued investment in system upgrades, flood mitigation, and climate-resilient design. Planned improvements will directly address the vulnerabilities revealed this season.

Process Improvements: Lessons learned from the events are being incorporated into enhanced quality control, clearer accountability, and stronger project management practices.

Team Strength: Staff at all levels exhibited leadership and professionalism responding to the events and when communicating with rate payers in the field. In December, HCSD hosted a two day training for less experienced staff to prepare for their Water Distribution I and II certification. On January 9, District staff received training in confined space and trenching and shoring. Chris Armstrong, a Utility Worker in the Maintenance Department passed the exam to obtain his Grade III Water Distribution Certification and was promoted to a Utility III position.

The last four weeks have been challenging for the District, it has also clarified priorities and reinforced the District's commitment to continuous improvement. The District is positioned to recover from current issues and is better prepared for the future.

Accounts Payable

Checks by Date - Detail by Check Date

User: FM
Printed: 1/8/2026 1:41 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
58519	A110 2026	ACWA 2026 ANNUAL MEMBERSHIP DUES	12/16/2025	22,430.00
Total for Check Number 58519:				22,430.00
58520	C036	Corporate Payment Systems	12/16/2025	
	0561848	TKW/Amazon - Headset - RC		46.21
	100495	TKW/PICKY PICKY PICKY MAINT SHIRTS		380.26
	100495-323	TKW/PICKY PICKY PICKY CONST SHIRTS		190.13
	1047232501	TKW/ TK ASCE Membership Renewal		331.00
	139023	TKW/Recognition in Special District Governanc		65.00
	139635	TKW/MM & TKW Finance Management Cours		530.00
	139649	TKW/KR CSDA Supevisors Workshop		530.00
	18327	BMC/LOGO WORK SHIRTS - MAINTENANC		81.50
	18327	BMC/LOGO WORK SHIRTS - MAINT SCREE		23.33
	18327	BMC/LOGO WORK SHIRTS - CONST SCREE		11.67
	18327	BMC/LOGO WORK SHIRTS - CONST MW		40.75
	202224163061	TKW/MW CWEA Membership		251.00
	2033048	TKW/Amazon - Keyboard - JMM Maint		21.74
	213917453640	TKW/Safeway - Food for Staff Meeting		80.59
	25701251	JM/360 traning for electrcial		219.96
	29711	MM/DRI Crash Plan		29.97
	308851	TKW/Sheraton Redding - CSDA Leadership Cor		611.46
	3224249	TKW/Amazon - Mouse & Monitor Stand - JMM		77.14
	33075	MM/Microsoft - Projects for KR		30.00
	400005	BMC/HR - LUNCH W/ USP Candidate BB/AR/		99.21
	532	TKW/Breakfast Items - Staff Meeting - EAP TO		70.00
	5449023	TKW/SCADA - TABLET CASE		24.46
	675073	JM/x2 Sump Pumps Harbor Feight		332.92
	7888862268	TKW/CL Posting - Utility Worker I/II/III		40.00
	7892271665	TKW/CL Maintenance Foreman Job Posting		40.00
	855299	TKW/USPS - LAFCO Process Annexation Notif		72.96
	86092	MM/Microsoft - Exchange Email		109.20
	866077	TKW/CWEA Motor Controls & Electrical Panel		150.00
	9090119	TKW/Chevron Gas Valley West - CSDA Leaders		80.44
	9103078	TKW/Fairway Gas/TKW CSDA Leadership Cor		76.36
	9390630	TKW/SCADA - DISPLAY TELEVISION		147.89
	93906301	TKW/SCADA - DISPLAY CORD		6.51
Total for Check Number 58520:				4,801.66
58521	C180	Canon Solutions America Inc.	12/16/2025	
	6014107981	UseTaxRecoveryFee/OfficeCopier 10.31.25 - 11.		4.17
	6014107981	Office/Color Copies WXD03492- 10.31.25 - 11.		58.13
	6014107981	Office/Black Copies WXD03492- 10.31.25 - 11.		37.11
Total for Check Number 58521:				99.41
58522	C450 INV08486	City of Eureka: Water Test Microbiological Testing - OCTOBER	12/16/2025	459.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 58522:				459.00
58523	D200	Day Management Corp.	12/16/2025	
	INV896399	TAX FOR INV# INV896399 -9.2 db e element Y		5.65
	INV896399	TAX FOR INV# 896399 - 9.2 db e element Yagi		5.65
	INV896399	TAX FOR INV# INV896399 - 9.2 db e element Y		5.65
	INV896399	TAX FOR INV# 8NV896399 - 9.2 db e element		5.65
Total for Check Number 58523:				22.60
58524	D640	SWRCB Accounting Office	12/16/2025	
	WS-1052765	WATER SYSTEM ANNUAL FEES - 07.01.25 -		49,042.40
Total for Check Number 58524:				49,042.40
58525	E170	Employee Relations	12/16/2025	
	100201	PRE-EMPLYMNT BCKGRND - DR		164.75
Total for Check Number 58525:				164.75
58526	E484	Cooney Parris and Rieke Corp	12/16/2025	
	860044/1	*PD TO VENDOR# 485 IN ERROR LAST MO		31.72
	860044/1	*PD TO VENDOR# 485 IN ERROR LAST MO		0.75
Total for Check Number 58526:				32.47
58527	E485	Cooney Parris and Rieke Corp	12/16/2025	
	191114/3	DIAB SAW BLADE 7-1/4"X40T		18.48
	191227/3	FLUSH TRIM RTR BIT 3/8" D		35.88
	191229/3	3PC NAILSETTER, FALV FIN NAIL 1-1/2" 25		30.21
	191442/3	STEEL WOOL PADS		7.60
	191456/3	MASON CUTWHL 4.5X1 / 16X7/8		32.57
	191600/3	1LB PP 305SS EXT 8X1 1/4		41.31
	191721/3	MOSS OUT LIQUID		25.00
	191854/3	PIPE SCH40, PVC PRIMER, PVC CEMENT, A		44.26
	191932/3	SCREW LID FOR 3&5 GAL PAILS		14.13
	191988/3	HASP FIX STAPLE 3.25" BLK		5.43
	192142/3	CM RATCHET, MOUSE TRAP, MTL CUT WF		51.08
	860044/3	*PD LAST MO - SHOULD HAVE BEEN PD T		-31.72
Total for Check Number 58527:				274.23
58528	E558	NAPA Auto Parts of Eureka	12/16/2025	
	472130	CREDIT		-19.85
	472250	TOW BEHIND AIR COMP - T-CONNECTOR,		185.62
	472305	RETURN - T-CONNECTOR, SWITCH - INV#		-118.65
	473919	LED TRAD STYLE KIT		51.81
	474126	MEQUIARS CAR WASH		20.93
Total for Check Number 58528:				119.86
58529	E650	Eureka Ready Mix	12/16/2025	
	106203	TICKET# 95132 - CLASS 2 BASE TON DELIV		439.08
	106203	TICKET# 95137 - CLASS 2 BASE TON DELIV		439.08
Total for Check Number 58529:				878.16
58530	F049	Fastenal Company	12/16/2025	
	CAEUR138892	AAA BATTERIES, 25X1 POWER TAPE CHRM		143.30
	CAEUR138988	BLK CHISL SHARPIE, THREAD SEALANT		30.00
	CAEUR139049	LIME VEST LG, SFTY GLSS, WD-40		99.14

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 58530:				272.44
58531	F050	Fastenal Industrial	12/16/2025	
	CAEUR138891	SDS MAX TO 1-1/4"-7, DUCTILE 14X1/8X1		386.74
	CAEUR138989	MLTI FLD PAPER TWLS, TWL ROLL, INDUS		200.82
Total for Check Number 58531:				587.56
58532	H010	Keenan Supply	12/16/2025	
	S014707379.001	TRUESDALE - SPOOL FLNGES, CEMENT LI		1,269.46
	S014731679.001	BRASS CPLG LEAD FREE		463.24
	S014746432.001	YARD RPLCMNT - GRIP RING ACCY PAKS,		1,956.69
	S014746526.001	YARD RPLCMNT, REDI-CLAMP, BOLTS/NU		653.24
	S014746526.002	YARD RPLCMNT, BRASS 1/4 BEND		251.42
Total for Check Number 58532:				4,594.05
58533	H030	Halliday Products Inc	12/16/2025	
	00120301	Access Door and Safety Gate		2,935.00
	00120956	Vault Hatch and shipping		1,186.00
Total for Check Number 58533:				4,121.00
58534	H210	Hensell Materials	12/16/2025	
	673205	STRAW WADDLES		69.47
Total for Check Number 58534:				69.47
58535	H410	Humboldt Bay Municipal Water D	12/16/2025	
	19435000	Water Purchased - OCTOBER		102,103.87
Total for Check Number 58535:				102,103.87
58536	H810	Humboldt Waste Management Auth	12/16/2025	
	1000018444	SOLID WASTE - SELF HAUL 11.5.25		20.85
	1000018444	SOLID WASTE - SELF HAUL 11.6.25		35.44
	1000018444	SOLID WASTE - SELF HAUL 11.4.25		16.68
	11154	FLAMMABLE LIQUID DISPOSAL		75.00
Total for Check Number 58536:				147.97
58537	I401	Industrial Electric Arcata Inc	12/16/2025	
	IN55306	Misc. elec. for Liberty Bell Scada system INV.#		218.41
	IN55398	RSSI indicator for alining Spruce point antanna 1		34.72
	IN55410	Power Supply for base Scada system INV.# 5541		44.03
	IN55411	Cabinet door open switch for Maple Inv #IN5541		77.66
	IN55411	Cabinet door open switch for Liberty Bell Inv #IN		77.66
	IN55411	Cabinet door open switch for Spruce point Inv #I		77.66
	IN55411	Cabinet door open switch for South bay Inv #IN5		77.66
	IN55411	Cabinet door open switch for Moore Inv #IN5541		77.66
	IN55412	24 VDC relays and bases for Moore Inv #IN554		170.22
	IN55412	24 VDC relays and bases for Liberty bell Inv #IN		170.22
	IN55412	24 VDC relays and bases for Maple Inv #IN5541		170.22
Total for Check Number 58537:				1,196.12
58538	I525	Infosend	12/16/2025	
	299735	UB/Process and Mail/Bills - NOVEMBER 2025		5,256.22
Total for Check Number 58538:				5,256.22

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
58539	M102	Wayne Maples Plumbing & Heating Inc.	12/16/2025	
	6201046	2441 JERSEY - CUST REPAIR - DAMAGE FR		377.50
	6201169	1871 CIRCLE DR - CUST REPAIR - DAMAGE		346.00
Total for Check Number 58539:				723.50
58540	M230	Mendes Supply Co	12/16/2025	
	M287952	PSCQCARBACTICIDE, DRUM DEPOSIT		961.44
	M287953	PSCQCARBACTICIDE, DRUM DEPOSIT		961.44
Total for Check Number 58540:				1,922.88
58541	M450	Mission Linen	12/16/2025	
	524914852	Uniforms/Mats		426.72
	524958416	Uniforms/Mats		228.74
	525002252	Uniforms/Mats		431.47
	525046394	Uniforms/Mats		228.74
Total for Check Number 58541:				1,315.67
58542	N430	Nilsen Feed and Grain Co.	12/16/2025	
	041070/1	Straw bale for vac de-watering pit.		14.32
Total for Check Number 58542:				14.32
58543	P130	Pacific Gas and Electric-St	12/16/2025	
	12092025	Street Lights: NOVEMBER		6,334.60
Total for Check Number 58543:				6,334.60
58544	P190	Pacific Paper Co	12/16/2025	
	240906	2026 CALENDARS, OFFICE SUPPLIES		932.65
Total for Check Number 58544:				932.65
58545	P430	Pierson Building Center	12/16/2025	
	296589	RE-SHARP POP SHARPENING SVC		6.99
	296788	11/16X2-1/2 LT MDF-INT TRIM, CA LUMBE		26.48
	296789	TELL GUARDED LATCH BOLT 2 3/8 BS		17.63
	296845	TRIMAC PANEL OLYMPIC CEDAR		36.37
	296849	AC PLYWOOD 1/4X4X8, CA LUMBER ASSM		41.04
	297097	11/16X2 - 1/2 LT MDF-INT TRIM, CA LUMBE		5.30
	297100	SPACKLE, FAST-DRY CAULK		12.55
	297371	LT-MDF INT TRIMS, CA LUMBER ASSMNT:		61.86
	297469	PAINT TRAY KIT, PAINT RECOVERY, V/S M		76.70
	297560	TRIMAC PANEL SIERRA FLAT OAK		55.11
	298344	LT MDF-INT TRIMS, CA LUMBER ASSMNT:		51.26
	298485	DISC, ALLTHREAD 3/4X2FT, BULK FASTEN		150.57
	298657	60 LB PREMIX CONCRETE		52.85
	298692	UTILITY LOCKS - 1/2 ZC, 3/4 ZC		18.50
	298843	VINYL MINI BLIND, MINI BLIND CUT CHG		89.97
	299273	671 HILMA CUST SIDE REPAIR, PVC ADAP		7.01
	300405	KOCK 5/16 PROOF CHAIN		13.21
	300923	DEWALT 23PC 1/2 SAE/MET 73818		66.14
	300943	USS WASHER 3/8 100		9.69
	301114	HEX BOLT 3/8X1 100, DEWALT TS 10 COMP		93.69
	301137	LOWER SHOP DOOR REPAIR, BRASS BRUS		115.52
Total for Check Number 58545:				1,008.44
58546	P557	Rexel USA Inc.	12/16/2025	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	6T19918	CONDUIT, 1-IN-90 DEG GALV ELBOW		61.09
	6T40925	ADV ICN2P32N 35I T8 BLST		52.20
	6U12354	CONDUIT 1 1/4 IN GALV STEEL		103.44
	6U23768	TRUESDALE - DEEP STRUT 10 PGAL, HEX		102.84
	6U95720	CONDUIT 1 1/4 IN GALV STEEL, 4X6 6FT EI		256.27
Total for Check Number 58546:				575.84
58547	P821 B939003503A	Proforma Marketing Solutions Envelopes for checks and statements	12/16/2025	539.65
Total for Check Number 58547:				539.65
58548	R250 35021930	Recology Humboldt County Garbage Service - 11.01.25 - 11.30.25	12/16/2025	651.10
Total for Check Number 58548:				651.10
58549	S750 12012025	Standard Insurance Company Short&Long Term Empl Disability - NOVEMBE	12/16/2025	1,870.80
Total for Check Number 58549:				1,870.80
58550	S910 WD-0301160 WD-0301338	SWRCB SWRCB ANNUAL PERMIT FEE SWRCB ANNUAL PERMIT FEE	12/16/2025	3,945.00 881.00
Total for Check Number 58550:				4,826.00
58551	U120 198627109	ULine Paper towel dispenser for Construction Office B	12/16/2025	84.62
Total for Check Number 58551:				84.62
58552	V500 6129108293	Verizon Wireless Cellular Service - 10.22.25 - 11.21.25	12/16/2025	780.58
Total for Check Number 58552:				780.58
58553	V700 INV 25-963928	Valley Pacific Petroleum Services Inc YARD FUEL	12/16/2025	3,508.46
Total for Check Number 58553:				3,508.46
58554	W570 396917	Western Chain Saw WHACKER REPAIR - ROPE	12/16/2025	4.39
Total for Check Number 58554:				4.39
Total for 12/16/2025:				221,766.74
58555	A072 0014779	Accurate Drug Testing Services DOT PHYS - BB	12/31/2025	110.00
Total for Check Number 58555:				110.00
58556	A160 0707940 0707940 0707940 0707940	ACWA-JPIA dLife/AD&D Plan - Employees JANUARY aMedical Plan - Employees JANUARY kVision Plan - Retired Members JANUARY fDental Plan - Board Members JANUARY	12/31/2025	290.23 49,030.90 422.01 352.38

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0707940	cVision Plan - Employees JANUARY		312.60
	0707940	jDental Plan - Retired Members JANUARY		1,566.00
	0707940	EAP Plan - Board Members JANUARY		12.40
	0707940	iMedical Plan -Retired Members JANUARY		38,641.78
	0707940	gVision Plan - Board Members JANUARY		62.52
	0707940	eMedical Plan - Board Members JANUARY		12,613.89
	0707940	bDental Plan - Employees JANUARY		1,233.05
	0707940	EAP Plan - Employees JANUARY		49.60
	0707940	hLife/AD&D Plan -Board Members JANUARY		29.55
Total for Check Number 58556:				104,616.91
58557	B284	Badger Meter Inc	12/31/2025	
	80202217	SVC AGRMNT FOR MOBILE LICENSE THRU		1,500.00
	80202217	Beacon Mbl Hosting - JUNE 2025		179.92
	80205233	Beacon Mbl Hosting - JULY 2025		456.80
	80208289	USER LOGIN ANNUAL SVC UNITS		900.00
	80208289	Beacon Mbl Hosting - AUGUST 2025		456.64
	80217926	Beacon Mbl Hosting - NOVEMBER 2025		520.56
Total for Check Number 58557:				4,013.92
58558	C410	City of Eureka: SW	12/31/2025	
	DECEMBER 2025	Humboldt Hill 21%		32,306.61
	DECEMBER 2025	General 79%		121,534.39
Total for Check Number 58558:				153,841.00
58559	C430	City of Eureka: WA	12/31/2025	
	NOVEMBER 2025	Water Purchased - NOVEMBER 2025		67,853.00
Total for Check Number 58559:				67,853.00
58560	C475	Coast Counties Peterbilt	12/31/2025	
	0788481S	Injector work on Unit #20		9,956.10
Total for Check Number 58560:				9,956.10
58561	D730	Dept of Water Resources	12/31/2025	
	2601D50049	Principal Davis-Grunsky		5,831.34
	2601D50049	Interest Davis-Grunsky		73.49
	2601D50049DI	Deferred Interest DavisGrunsky		139.28
Total for Check Number 58561:				6,044.11
58562	E565	Eureka Overhead Door Co. Inc.	12/31/2025	
	FC adj435	Door Removal, Door and motor installation		22,168.64
Total for Check Number 58562:				22,168.64
58563	G150	Gaynor Telesystems Inc.	12/31/2025	
	SUB4047.1225	Cloud Subscription Charges 12.15.24 - 01.14.26		333.84
	SUB4047.1225	Fees and Surcharges - 12.15.25 - 01.14.26		83.07
Total for Check Number 58563:				416.91
58564	G310	GHD Inc.	12/31/2025	
	380-0082228	HOOVER SLS FLOOD PROTECTION PROJE		8,385.92
	380-0082707	WATER RESILIENCY PROJECT		487.84
	380-0083193	HOOVER ST LS FLOOD PROTECTION PROJ		3,939.68

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 58564:				12,813.44
58565	H045 ENG-9270	Harper and Associates Engineering Inc. Harper Travel Costs for Warranty Inspection of F	12/31/2025	7,619.05
Total for Check Number 58565:				7,619.05
58566	H410 13690000	Humboldt Bay Municipal Water D Water Purchased - NOVEMBER	12/31/2025	100,624.52
Total for Check Number 58566:				100,624.52
58567	J610 826786	Jeff Noga Construction Framing, headers, concrete for small truck garag	12/31/2025	33,648.00
Total for Check Number 58567:				33,648.00
58568	M340 2151-(4) 2151-(4)	Mercer Fraser Co PROGRESS PAYMENT (WATER) MERCER FI PROGRESS PAYMENT (SEWER) MERCER F	12/31/2025	156,570.00 48,440.00
Total for Check Number 58568:				205,010.00
58569	M560 9473	The Mitchell Law Firm LLP LEGAL SERVICES - NOVEMBER 2025	12/31/2025	2,464.00
Total for Check Number 58569:				2,464.00
58570	O475 1225722oa	Occu-Med, Ltd RDQA UTILITY WORKER EXAM DR & DV	12/31/2025	1,932.84
Total for Check Number 58570:				1,932.84
58571	P010 01052026 01052026 01052026 01052026 01052026 01052026 01052026	Pacific Gas and Electric-GN eKS/HH Sewer System fOffice/Yard aWA Pump & District/Cummings dGeneral Sewer System cFW/MR Water System gSpark energy Gas/LP Gas Chgs bHH Water System	12/31/2025	1,884.57 7,065.21 6,334.93 5,043.59 755.22 638.81 10,289.26
Total for Check Number 58571:				32,011.59
58572	P130 01122026	Pacific Gas and Electric-St Street Lights: DECEMBER 2025	12/31/2025	6,536.02
Total for Check Number 58572:				6,536.02
58573	S310 220043562	Low Voltage Security Inc New door knob, Breakroom	12/31/2025	117.97
Total for Check Number 58573:				117.97
58574	S750 01012026	Standard Insurance Company Short&Long Term Empl Disabiliy 01.01.26 - 01.	12/31/2025	1,356.74
Total for Check Number 58574:				1,356.74
58575	S850 01152026	Optimum Internet/date-date 12.24.25 - 01.23.26	12/31/2025	452.32

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 58575:				452.32
58576	W208 1080	Watt's Cleaning Services MONTHLY OFFICE CLEANING NOVEMBEF	12/31/2025	1,165.00
Total for Check Number 58576:				1,165.00
58577	W700 HCD-257291	Whitchurch Engineering Inc. WLANUT DRIVE BID & CONST ASSIST	12/31/2025	6,363.00
Total for Check Number 58577:				6,363.00
58578	W730 135814	Wienhoff Drug Testing Inc DOT TESTING - DR	12/31/2025	180.00
Total for Check Number 58578:				180.00
Total for 12/31/2025:				781,315.08
Report Total (60 checks):				1,003,081.82

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES
FOR ENTIRE DISTRICT

November 2025

	Budgeted 2025-26	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance	Note
OPERATING REVENUE							
Metered Water Sales	6,603,000	503,189	2,883,251	2,751,250	132,001	4.8	
Sewer Service Charges	8,842,500	759,475	3,703,932	3,684,375	19,557	0.5	
Water & Sewer Construction Charges	35,000	335	27,235	14,583	12,652	86.8	1
Account Charges	115,000	13,111	62,660	47,917	14,743	30.8	
Inspection Charges	700	-	-	292	(292)	(100.0)	1
Reimbursable Maintenance Charges	1,600	-	11,507	667	10,840	1,626.0	1
Miscellaneous	2,000	84	240	833	(593)	(71.2)	1
TOTAL OPERATING REVENUE	15,599,800	1,276,194	6,688,825	6,499,917	188,908	2.9	
NON-OPERATING REVENUE							
Capital Connection Charges	125,000	18,370	93,016	52,083	40,933	78.6	1
Interest/General	405,000	43,876	232,956	168,750	64,206	38.0	2
Discounts Earned	1,750	-	(255)	729	(985)	(135.0)	1
Sales:Fixed Assets/Scrap Metal	2,000	-	-	833	(833)	(100.0)	1
Bad Debt Recovery	3,000	-	-	1,250	(1,250)	(100.0)	1
Property Taxes & Assessments	450,000	-	-	187,500	(187,500)	(100.0)	1
TOTAL NON-OPERATING REVENUE	986,750	62,246	325,717	411,146	(85,428)	(20.8)	1
TOTAL DISTRICT REVENUE	16,586,550	1,338,440	7,014,542	6,911,063	103,480	1.5	
OPERATING EXPENSES							
Wages Direct	2,065,812	154,042	850,626	860,755	10,129	1.2	
Benefits: PERS	607,000	15,640	467,609	252,917	(214,693)	(84.9)	3
Group Ins	1,451,000	93,592	493,598	604,583	110,985	18.4	
Workers Comp Ins	32,000	0	7,663	13,333	5,670	42.5	
FICA/Medicare	151,650	11,851	65,357	63,188	(2,170)	(3.4)	
Misc Benefits	1,920	20	480	800	320	40.0	
Total Wages and Benefits	4,309,382	275,145	1,885,334	1,795,576	(89,758)	(5.0)	3
Less: wages & ben charged to Capital Proj.	(300,000)	(36,152)	(213,487)	(125,000)	88,487	(70.8)	
Total Operating Wages and benefits	4,009,382	238,993	1,671,847	1,670,576	(1,271)		
Water Purchase HBMWD	1,180,000	100,625	505,239	491,667	(13,572)	(2.8)	
Water Purchase Eureka	850,000	67,853	382,340	354,167	(28,173)	(8.0)	
Sewage Treatment Operations & Maint.	2,185,000	153,841	769,205	910,417	141,212	15.5	
Water/Sewer Analysis	12,000	459	8,514	5,000	(3,514)	(70.3)	4
Supplies/ Construction	150,000	6,063	41,869	62,500	20,631	33.0	
Supplies/ Office-Administration	15,000	1,742	5,149	6,250	1,101	17.6	
Supplies/ Engineering	2,000	-	199	833	635	76.2	
Supplies/ Maintenance	100,000	4,682	42,798	41,667	(1,131)	(2.7)	
Invoicing	65,000	4,524	28,977	27,083	(1,893)	(7.0)	
Temporary Labor	44,500	-	17,321	18,542	1,220	6.6	
Repairs & Maintenance/Trucks	75,000	380	17,280	31,250	13,970	44.7	
Equipment Rental	2,000	-	323	833	510	61.2	
Building & Grounds Maintenance	35,000	3,397	12,976	14,583	1,608	11.0	
Electrical Power	500,000	30,932	197,090	208,333	11,244	5.4	
Street Lights	90,000	6,158	31,782	37,500	5,718	15.2	
Telephone	15,000	1,659	6,964	6,250	(714)	(11.4)	5
Postage	2,500	73	2,573	1,042	(1,531)	(147.0)	6
Freight	1,000	-	-	417	417	100.0	
Chemicals	13,000	-	2,587	5,417	2,829	52.2	
Liability Insurance	150,000	-	143,413	62,500	(80,913)	(129.5)	7
Legal	40,000	560	2,944	16,667	13,723	82.3	
Accounting	20,000	-	8,729	8,333	(396)	(4.7)	
Engineering	1,500	-	-	625	625	100.0	

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES
FOR ENTIRE DISTRICT

November 2025

	Budgeted 2025-26	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance	Note
Other Professional Services	130,000	-	35,673	54,167	18,493	34.1	
Bank Service Charges	22,000	1,174	6,959	9,167	2,207	24.1	
Transportation	75,000	3,508	25,767	31,250	5,483	17.5	
Office Equip. Maintenance	6,000	454	1,381	2,500	1,119	44.7	
Computer Software Maintenance	46,000	169	48,170	19,167	(29,003)	(151.3)	8
Memberships & Subscriptions	47,500	23,012	38,579	19,792	(18,787)	(94.9)	9
Bad Debts & Minimum Balance Writeoff	20,000	-	(1)	8,333	8,334	100.0	
Conference & Continuing Ed	33,000	3,693	9,403	13,750	4,347	31.6	
Certifications	7,500	-	1,030	3,125	2,095	67.0	
State/County & LAFCO Charges and Charge	62,000	53,868	61,115	25,833	(35,282)	(136.6)	10
Hydraulic Water Model Maintenance	2,000	-	-	833	833	100.0	
Human Resources	22,000	3,394	14,139	9,167	(4,973)	(54.2)	11
Miscellaneous	10,000	-	131	4,167	4,036	96.9	
Director's Charges	16,000	1,100	4,450	6,667	2,217	33.3	
TOTAL OPERATING EXPENSES	10,056,882	712,313	4,146,915	4,190,368	43,453	1.0	
LONG TERM DEBT PAYMENTS							
2012 CIP & Refi.	177,600	-	88,800	74,000	(14,800)	(20.0)	12
Davis-Grunsky Loan	6,050	-	81	2,521	2,440	96.8	12
VacCon Truck Loan	117,441	-	117,441	48,934	(68,507)	(140.0)	12
2014 Wastewater Revenue Bonds	487,175	-	121,088	202,990	81,902	40.3	12
TOTAL LONG TERM DEBT PAYMENTS	788,266	-	327,409	328,444	1,035	0.3	
CAPITALIZED EXPENDITURES							
Vehicles, Rolling Stock & Equipment	97,500	1,770	3,543	40,625	37,082	91.3	
Building, Yard & Paving Improvements	395,000	7,774	8,287	164,583	156,297	95.0	
Capital Improvements Water	2,944,800	181,297	1,412,137	1,227,000	(185,137)	(15.1)	
Capital Improvements Sewer	1,645,500	28,106	276,173	685,625	409,452	59.7	
Engineering & Studies	15,000	-	-	6,250	6,250	100.0	
TOTAL CAPITAL EXPENDITURES	5,097,800	218,947	1,700,140	2,124,083	423,943	20.0	
OTHER							
City of Eureka Projects:							
Treatment Plant	3,670,000	-	-	1,529,167	1,529,167	100.0	
TOTAL City of Eureka Projects	3,670,000	-	-	1,529,167	1,529,167	100.0	
Interfund Transfers In	-	-	-				
Interfund Transfers Out	-	-	-				
BUDGET SURPLUS (DEFICIT)	(3,026,398)	407,180	840,078	(1,260,999)	2,101,077	166.6	

HUMBOLDT COMMUNITY SERVICES DISTRICT
SUMMARY BUDGETARY STATEMENT OF REVENUE AND EXPENSES
FOR ENTIRE DISTRICT

November 2025

	Budgeted 2025-26	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to Date	Y.T.D. Variance Actual to Budget	% Variance
OPERATING REVENUE & EXPENSES						
TOTAL OPERATING REVENUE	15,599,800	1,276,194	6,688,825	6,499,917	188,908	2.9
TOTAL OPERATING EXPENSES	(10,056,882)	(712,313)	(4,146,915)	(4,190,368)	43,453	1.0
NET SURPLUS/(DEFICIT) FROM OPERATIONS	5,542,918	563,880	2,541,910	2,309,549	232,361	10.1
NON-OPERATING REVENUE & EXPENSES						
TOTAL NON-OPERATING REVENUE	986,750	62,246	325,717	411,146	(85,428)	(20.8)
TOTAL LONG TERM DEBT SERVICE	(788,266)	-	(327,409)	(328,444)	1,035	0.3
SURPLUS/(DEFICIT) BEFORE CAPITAL EXPENDITURES	5,741,402	626,127	2,540,219	2,392,251	145,898	6.1
HCSD CAPITAL IMPROVEMENT EXPENDITURES	(5,097,800)	(218,947)	(1,700,140)	(2,124,083)	423,943	20.0
CITY of EUREKA PROJECT REIMBURSEMENT	(3,670,000)	-	-	(1,529,167)	1,529,167	100.0
NEW DEBT ISSUE						
NET INTERFUND TRANSFERS IN/OUT		-	-			
BUDGET SURPLUS (DEFICIT)	<u>(3,026,398)</u>	<u>407,180</u>	<u>840,078</u>	<u>(1,260,999)</u>	<u>2,101,077</u>	<u>166.6</u>

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES
Water Fund

November 2025

	Budgeted 2025-26	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
OPERATING REVENUE						
Metered Water Sales	6,603,000	503,189	2,883,251	2,751,250	132,001	4.8
Water Construction Charges	20,000	335	27,171	8,333	18,837	226.0
Account Charges	70,000	7,473	35,716	29,167	6,549	22.5
Inspection Charges	-	-	-	-	-	-
Reimbursable Maintenance Charges	1,400	-	11,283	583	10,700	1,834.2
Miscellaneous	1,000	48	48	417	(369)	(88.5)
TOTAL OPERATING REVENUE	6,695,400	511,045	2,957,469	2,789,750	167,719	6.0
NON-OPERATING REVENUE						
Water Capital Connection Charges	50,000	8,396	75,562	20,833	54,729	262.7
Interest/General	190,000	17,931	95,203	79,167	16,036	20.3
Discounts Earned	1,000	-	(146)	417	(562)	(134.9)
Sales:Fixed Assets/Scrap Metal	1,000	-	-	417	(417)	(100.0)
Bad Debt Recovery	2,000	-	-	833	(833)	(100.0)
Other Non-Operating Revenue	-	-	-	-	-	-
TOTAL NON-OPERATING REVENUE	244,000	26,327	170,619	101,667	68,952	67.8
TOTAL DISTRICT REVENUE	6,939,400	537,372	3,128,088	2,891,417	236,671	8.2
OPERATING EXPENSES						
Wages Direct	958,750	66,240	415,311	399,479	(15,832)	(4.0)
Wages & Benefits: Allocated	827,731	41,551	398,885	344,888	(53,997)	(15.7)
Benefits: PERS	143,475	8,158	48,698	59,781	11,084	18.5
Group Ins	413,000	27,879	160,226	172,083	11,857	6.9
Workers Comp Ins	14,850	0	3,315	6,188	2,872	46.4
FICA/Medicare	70,370	5,060	31,732	29,321	(2,412)	(8.2)
Misc Benefits	-	-	-	-	-	-
Total Wages and Benefits	2,428,176	148,888	1,058,167	1,011,740	(46,427)	(4.6)
Less: wages & ben charged to Capital Proj.	(185,000)	(4,390)	(100,631)	(77,083)	23,547	(30.5)
Total Operating Wages and benefits	2,243,176	144,497	957,537	934,657	(22,880)	(2.4)
Water Purchase HBMWD	1,180,000	100,625	505,239	491,667	(13,572)	(2.8)
Water Purchase Eureka	850,000	67,853	382,340	354,167	(28,173)	(8.0)
Water Analysis	12,000	459	8,514	5,000	(3,514)	(70.3)
Supplies/ Construction	110,000	3,870	25,901	45,833	19,932	43.5
Supplies/Office-Administration	4,500	922	1,813	1,875	62	3.3
Supplies/ Engineering	500	-	199	208	10	4.6
Supplies/ Maintenance	50,000	2,669	24,389	20,833	(3,556)	(17.1)
Temporary Labor	22,250	-	9,873	9,271	(602)	(6.5)
Repairs & Maintenance/Trucks	40,000	216	9,849	16,667	6,817	40.9
Equipment Rental	1,000	-	-	417	417	100.0
Building & Grounds Maintenance	6,000	1,551	3,794	2,500	(1,294)	(51.8)
Electrical Power	285,000	17,422	125,060	118,750	(6,310)	(5.3)
Freight	350	-	-	146	146	100.0
Chemicals	13,000	-	2,527	5,417	2,890	53.3
Liability Insurance	-	-	21,322	-	(21,322)	-
Engineering	-	-	-	-	-	-
Other Professional Services	5,000	-	-	2,083	2,083	100.0
Transportation	43,000	2,000	14,687	17,917	3,229	18.0
Office Equip. Maintenance	750	-	77	313	236	75.4
Computer Software Maintenance	21,000	-	26,405	8,750	(17,655)	(201.8)
Memberships & Subscriptions	2,000	189	2,014	833	(1,181)	(141.7)
Bad Debts & Minimum Balance Writeoff	10,000	-	(0)	4,167	4,167	100.0
Conference & Continuing Ed	10,000	1,108	4,321	4,167	(155)	(3.7)
Certifications	3,500	-	550	1,458	908	62.3
State/County & LAFCO Charges and Charge:	39,000	53,868	57,999	16,250	(41,749)	(256.9)
Hydraulic Water Model Maintenance	2,000	-	-	833	833	100.0
Human Resources	4,500	541	4,575	1,875	(2,700)	(144.0)
Miscellaneous	1,000	-	17	417	400	96.0
General & Admin Expense Allocation	299,150	22,192	152,199	124,646	(27,553)	(22.1)

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES
Water Fund

November 2025

	Budgeted 2025-26	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
TOTAL OPERATING EXPENSES	5,258,676	420,023	2,341,243	2,191,115	(150,128)	(6.9)
LONG TERM DEBT PAYMENTS						
Davis-Grunsky Loan	6,050	-	81	2,521	2,440	96.8
TOTAL LONG TERM DEBT PAYMENTS	6,050	-	81	2,521	2,440	96.8
CAPITALIZED EXPENDITURES						
Capital Improvements Water	2,944,800	(22,954)	1,186,527	1,227,000	40,473	3.3
TOTAL CAPITAL EXPENDITURES	2,944,800	(22,954)	1,186,527	1,227,000	40,473	3.3
INTERFUND TRANSFERS IN	-	-	-	-	-	
BUDGET SURPLUS (DEFICIT)	(1,270,126)	140,303	(399,763)	(529,219)	129,456	24.5

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES
Sewer Fund

November 2025

	Budgeted 2025-26	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
OPERATING REVENUE						
Sewer Service Charges	8,842,500	759,475	3,703,932	3,684,375	19,557	0.5
Sewer Construction Charges	15,000	-	65	6,250	(6,186)	(99.0)
Account Charges	45,000	5,638	26,944	18,750	8,194	43.7
Inspection Charges	700	-	-	292	(292)	(100.0)
Reimbursable Maintenance Charges	200	-	224	83	140	168.3
Miscellaneous	1,000	36	36	417	(381)	(91.3)
TOTAL OPERATING REVENUE	8,904,400	765,149	3,731,200	3,710,167	21,033	0.6
NON-OPERATING REVENUE						
Sewer Capital Connection Charges	75,000	9,974	17,454	31,250	(13,796)	(44.1)
Interest/General	200,000	17,347	92,100	83,333	8,767	10.5
Discounts Earned	750	-	(110)	313	(422)	(135.1)
Sales: Fixed Assets/Scrap Metal	1,000	-	-	417	(417)	(100.0)
Bad Debt Recovery	1,000	-	-	417	(417)	(100.0)
Other Non-Operating Revenue	-	-	-	-	-	-
TOTAL NON-OPERATING REVENUE	277,750	27,321	109,445	115,729	(6,284)	(5.4)
TOTAL DISTRICT REVENUE	9,182,150	792,469	3,840,645	3,825,896	14,749	0.4
OPERATING EXPENSES						
Wages Direct	598,000	46,387	263,762	249,167	(14,595)	(5.9)
Wages & Benefits: Allocated	827,731	41,551	398,885	344,888	(53,997)	(15.7)
Benefits: PERS	77,250	5,260	29,024	32,188	3,163	9.8
Group Ins	275,000	19,950	98,781	114,583	15,802	13.8
Workers Comp Ins	9,275	-	2,824	3,865	1,041	26.9
FICA/Medicare	43,950	3,543	20,153	18,313	(1,841)	(10.1)
Misc Benefits	-	-	-	-	-	-
Total Wages and Benefits	1,831,206	116,691	813,430	763,003	(50,427)	(6.6)
Less: wages & ben charged to Capital Proj.	(65,000)	(22,195)	(99,120)	(27,083)	72,036	(266.0)
Total Operating Wages and benefits	1,766,206	94,496	714,310	735,919	21,609	2.9
Sewage Treatment: Operating & Maint.	2,185,000	153,841	769,205	910,417	141,212	15.5
Sewer Analysis	-	-	-	-	-	-
Supplies/ Construction	40,000	2,192	15,967	16,667	699	4.2
Supplies/ Office-Administration	4,500	695	1,368	1,875	507	27.1
Supplies/ Engineering	500	-	-	208	208	100.0
Supplies/ Maintenance	45,000	2,013	18,409	18,750	341	1.8
Temporary Labor	22,250	-	7,448	9,271	1,823	19.7
Repairs & Maintenance/Trucks	35,000	163	7,430	14,583	7,153	49.1
Equipment Rental	1,000	-	323	417	94	22.5
Building & Grounds Maintenance	5,000	624	2,316	2,083	(233)	(11.2)
Electrical Power	115,000	6,352	29,335	47,917	18,582	38.8
Freight	350	-	-	146	146	100.0
Chemicals	-	-	60	-	(60)	-
Liability Insurance	-	-	16,085	-	(16,085)	-
Engineering	-	-	-	-	-	-
Other Professional Services	5,000	-	-	2,083	2,083	100.0
Transportation	32,000	1,509	11,080	13,333	2,254	16.9
Office Equip. Maintenance	750	-	58	313	255	81.5
Computer Software Maintenance	19,000	-	19,920	7,917	(12,003)	(151.6)
Memberships & Subscriptions	1,500	393	1,532	625	(907)	(145.1)

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES
Sewer Fund

November 2025

	Budgeted 2025-26	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
Bad Debts & Minimum Balance Writeoff	10,000	-	(0)	4,167	4,167	100.0
Conference & Continuing Ed	10,000	2,586	5,010	4,167	(843)	(20.2)
Certifications	2,500	-	480	1,042	562	53.9
State/County & LAFCO Charges and Charges	4,000	-	3,116	1,667	(1,449)	(87.0)
Human Resources	3,000	408	3,451	1,250	(2,201)	(176.1)
Miscellaneous	1,500	-	13	625	612	98.0
General & Admin Expense Allocation	299,150	22,192	152,199	124,646	(27,553)	(22.1)
TOTAL OPERATING EXPENSES	4,608,206	287,496	1,779,146	1,920,086	140,940	7.3
LONG TERM DEBT PAYMENTS						
2014 Wastewater Revenue Bonds	487,175	-	121,088	202,990	81,902	40.3
2012 CIP & Refi.	177,600	-	-	74,000	74,000	100.0
VacCon Truck Loan	117,441	-	117,441	48,934	(68,507)	(140.0)
TOTAL LONG TERM DEBT PAYMENTS	782,216	-	238,528	325,923	87,395	26.8
CAPITALIZED EXPENDITURES						
Vehicles/Rolling Stock/Capital Equipment	-	-	-	-	-	-
Building, Yard& Paving Improvements	-	-	-	-	-	-
Capital Improvements Sewer Engineering & Studies	1,645,500	28,106	276,173	685,625	409,452	59.7
TOTAL CAPITAL EXPENDITURES	1,645,500	28,106	276,173	685,625	409,452	59.7
OTHER						
City of Eureka Projects: Treatment Plant	3,670,000	-	-	1,529,167	1,529,167	100.0
TOTAL OTHER	3,670,000	-	-	1,529,167	1,529,167	100.0
BUDGET SURPLUS (DEFICIT)	(1,523,772)	476,867	1,546,797	(634,905)	2,181,702	343.6

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES
General Fund

November 2025

	Budgeted 2025-26	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
OPERATING REVENUE						
Interest (will be allocated to w/s @ y/e)	15,000	8,599	45,654	6,250	39,404	630.5
Miscellaneous	-	-	156	-	156	-
TOTAL OPERATING REVENUE	15,000	8,599	45,810	6,250	39,560	633.0
NON-OPERATING REVENUE						
Property Taxes	450,000	-	-	187,500	(187,500)	(100.0)
Insurance Rebate	-	-	-	-	-	-
Miscellaneous Income	-	-	-	-	-	-
TOTAL NON-OPERATING REVENUE	450,000	-	-	187,500	(187,500)	(100.0)
TOTAL DISTRICT REVENUE	465,000	8,599	45,810	193,750	(147,940)	(76.4)
OPERATING EXPENSES						
Wages Direct	509,062	41,415	171,553	212,109	40,556	19.1
Benefits: PERS	386,275	2,222	389,887	160,948	(228,939)	(142.2)
State Unemploy Ins	-	-	-	-	-	-
Group Ins	763,000	45,763	234,590	317,917	83,327	26.2
Workers Comp Ins	7,875	-	1,524	3,281	1,757	53.6
FICA/Medicare	37,330	3,248	13,472	15,554	2,082	13.4
Misc Benefits	1,920	20	480	800	320	40.0
Total Wages and Benefits	1,705,462	92,669	811,507	710,609	(100,897)	(14.2)
Less: wages & ben charged to Capital Proj.	(50,000)	(9,567)	(13,736)	(20,833)	(7,097)	34.1
Less: Allocated to Water and Sewer Funds	(1,655,462)	(83,102)	(797,770)	(689,776)	107,994	(15.7)
Total Unallocated Wages and Benefits	-	-	-	-	-	-
Supplies/ Construction	-	-	-	-	-	-
Supplies/ Administration	6,000	125	1,969	2,500	531	21.2
Supplies/ Engineering	1,000	-	-	417	417	100.0
Supplies/ Maintenance	5,000	-	-	2,083	2,083	100.0
Invoicing	65,000	4,524	28,977	27,083	(1,893)	(7.0)
Temporary Labor	-	-	-	-	-	-
Repairs & Maintenance/Trucks	-	-	-	-	-	-
Equipment Rental	-	-	-	-	-	-
Building & Grounds Maintenance	24,000	1,222	6,865	10,000	3,135	31.3
Electrical Power	100,000	7,158	42,695	41,667	(1,028)	(2.5)
Street Lights	90,000	6,158	31,782	37,500	5,718	15.2
Telephone	15,000	1,659	6,964	6,250	(714)	(11.4)
Postage	2,500	-	2,500	1,042	(1,458)	(140.0)
Freight	300	-	-	125	125	100.0
Liability Insurance	150,000	-	106,006	62,500	(43,506)	(69.6)
Legal Services	40,000	560	2,944	16,667	13,723	82.3
Accounting	20,000	-	8,729	8,333	(396)	(4.7)
Engineering	1,500	-	-	625	625	100.0
Other Professional Services	20,000	-	35,673	8,333	(27,340)	(328.1)
Bank Service Charges	22,000	1,174	6,959	9,167	2,207	24.1
Transportation	-	-	-	-	-	-
Office Equip. Maintenance	4,500	454	1,247	1,875	628	33.5
Computer Software Maintenance	6,000	169	1,845	2,500	655	26.2
Memberships & Subscriptions	44,000	22,430	35,033	18,333	(16,700)	(91.1)
Bad Debts & Minimum Balance Writeoff	-	-	-	-	-	-
Conference & Continuing Ed	13,000	-	72	5,417	5,345	98.7
Certifications	1,500	-	-	625	625	100.0

HUMBOLDT COMMUNITY SERVICES DISTRICT
BUDGETARY STATEMENT OF REVENUES AND EXPENSES
General Fund

November 2025

	Budgeted 2025-26	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
State/County & LAFCO Charges and Charges	19,000	-	-	7,917	7,917	100.0
Human Resources	14,500	2,445	6,113	6,042	(71)	(1.2)
Miscellaneous	7,500	-	102	3,125	3,023	96.7
Director's Charges	16,000	1,100	4,450	6,667	2,217	33.3
General & Admin Expense Allocation	(598,300)	(44,384)	(304,399)	(249,292)	55,107	(22.1)
TOTAL OPERATING EXPENSES	90,000	4,793	26,525	37,500	10,975	29.3
CAPITALIZED EXPENDITURES						
				-		
Vehicles/Rolling Stock/Capital Equipment	97,500	206,021	229,153	40,625	(188,528)	(464.1)
Building, Yard & Paving Improvements	395,000	7,774	8,287	164,583	156,297	95.0
Engineering & Studies	115,000	-	-	47,917	47,917	100.0
TOTAL CAPITAL EXPENDITURES	607,500	213,795	237,440	253,125	15,685	
INTERFUND TRANSFER OUT		-	-	-		
BUDGET SURPLUS (DEFICIT)	(232,500)	(209,990)	(306,956)	(96,875)	(210,081)	216.9

Humboldt Community Services District

Notes

November 2025

Note 1 - Non Operating and Miscellaneous Revenue

Non-operating, Construction/Capacity Charges and Miscellaneous income occurs occasionally throughout the year, and at the very end of the fiscal year.

Note 2 - Interest Income

Increase in Interest Income due to continued performance with funds held in CA CLASS JPA investment pool being better than expected.

Note 3 - Benefits - PERS

CalPERS UAL Payment submitted as lump sum instead of as monthly payments. Submitting annual PERS UAL payment as lump sum instead of in monthly installements provides the District with ~\$11,000 in cost savings.

Note 4 - Water Analysis

Water analysis costs are elevated due to triennial Lead and Copper sampling as well as UCMR 5 sampling. Lead and Copper tests are once every three years, and UCMR testing is once every five years. Due to the infrequent testing requirement, the additional costs were not included in budget. Overage is not projected to have significant impact.

Note 5 - Telephone

Additional cost in November due to purchase of replacement phone from Verizon.

Note 6 - Postage

Purchase of postage for postage machine in August. Postage purchased is expected to be for entire year.

Note 7 - Liability Insurance

Liability insurance is billed in lump sums in August and November. Expense for full year expected to be within budgeted amount.

Note 8 - Computer Software Maintenance

Maintenance/Licensing fees for computer software is paid in annual charges paid near beginning of Fiscal Year. Total expense for year is expected to be in line with annual budgeted amount.

Note 9 - Memberships and Subscriptions

ACWA Annual membership dues paid in September. Total costs for year are projected to be within budgeted amount.

Note 10 - State/County & LAFCO Charges and Charges

Annual Water system fees to SWRCB Paid in November. Additionally, annual fee has increased by ~\$20,000 compared to prior years due to District no longer being classified as a disadvantaged community. This is expected to result in expenditure for the year being higher than budgeted. Overage is not expected to have significant impact.

Note 11 - Human Resources

Increased Human Resources expenses due to advertising for numerous District Positions. Additional expense for Autumn employee picnic. Overage is not expected to have significant impact on District Finances.

Note 12 - Debt Service

Loan Payments are made throughout the year. Total expenditures by the end of the year will match budget amounts.

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: January 9, 2026
Subject: Assistant Engineer Progress Report for the January 13, 2026 Board Meeting

Sanitary Sewer Overflow – Hoover Street, North Street, and Park Street

On December 21, 2025, the District responded to a sanitary sewer overflow (SSO involving multiple appearance points) within the service area of the Humboldt Community Services District. The incident occurred as a result of a significant rain event, which generated flows that exceeded the pumping capacity of the Hoover Lift Station. All appearance points were hydraulically connected to the same system and were reported and managed as a single SSO event Cal OES.

The primary overflow occurred at Appearance Point #1, located at 1060 Hoover Street. The overflow occurred intermittently between approximately 6:30 a.m. and 7:30 a.m., and again from 8:30 a.m. to 1:45 p.m. District staff responded immediately and deployed sandbags and vacuum equipment to contain the overflow and limit its extent. It is estimated that approximately 30,000 gallons of wastewater escaped the manhole at this location. District vacuum operations completed ten loads, preventing an estimated 20,000 additional gallons from overflowing and significantly reducing the total spill volume. The nearby drainage system conveys stormwater toward Eureka Slough and ultimately Humboldt Bay; however, no direct discharge to surface waters was observed.

A secondary overflow occurred at Appearance Point #2, located at 2820 North Street, where wastewater escaped intermittently between 6:00 a.m. and 11:00 a.m. Approximately 600 gallons of wastewater were estimated to have discharged from a manhole at this location. No recovery of wastewater was possible due to site conditions. Visual inspection confirmed that the overflow did not directly enter surface waters, but the area drains into a stormwater system adjacent to Eureka Slough, which ultimately discharges to Humboldt Bay.

A third appearance point was identified at 3383 Park Street, where an intermittent overflow also occurred between 6:00 a.m. and 11:00 a.m. Approximately 400 gallons of wastewater were estimated to have escaped from a manhole. Similar to the other locations, no recovery was possible. Wastewater was observed near a downstream drainage inlet, and the stormwater system in this area is believed to flow toward Dead Mouse Marsh and Freshwater Slough, which ultimately discharge to Humboldt Bay. No direct discharge to surface waters was observed at this location.

The incident was reported in the California Integrated Water Quality System (CIWQS) as a single sanitary sewer overflow with multiple appearance points. Because the spill volume exceeded the 45-gallon reporting threshold, the California Department of Health Services – Shellfish Harvest Protection Unit was notified to inform shellfish harvesters of the conditions. Required notifications were made to the California Office of Emergency Services (Cal OES), Humboldt County Environmental Health Department, and the California Department of Health Services in accordance with reporting requirements.



Figure 1: District Crews working to relieve the overwhelmed sewer system



Figure 3: Manhole on Park sandbagged and coned off



Figure 2: Sewer escaping the system at the Manhole at Hoover Lift Station



Figure 4: Sewer Escaping Manhole on North

Sanitary Sewer Overflow – King Salmon (Crab Street and Buhne Stre

Between January 1, 2026 and January 5, 2026, the District responded to an ongoing, intermittent sanitary sewer overflow (SSO) occurring at a single manhole located at the intersection of Crab Street and Buhne Street in the King Salmon community. Due to the consistent location, cause, and response actions, and in coordination with guidance from Cal OES and the North Coast Regional Water Quality Control Board, the incident was managed and reported as a single intermittent SSO under one OES control number.

The SSOs were caused by abnormal King Tide conditions combined with rainfall, which resulted in widespread tidal flooding throughout King Salmon. During each tidal cycle, bay water inundated streets and properties to the extent that normal drainage pathways were not visible. These conditions caused excessive inflow and infiltration into the District's sewer collection system, overwhelming system capacity during peak tidal periods. The location and underlying cause of the overflow remained consistent throughout the five-day event.

Upon notification of the initial overflow, District staff initiated immediate response actions in accordance with the District's sanitary sewer overflow response procedures. Given the repetitive nature of the tidal flooding, response efforts were carried out in a sustained, proactive, and adaptive manner over multiple days. District operators reported to the affected area approximately two hours prior to each anticipated overflow event and utilized vacuum trucks and lift station well pumps to pump down the sanitary sewer system ahead of tidal flooding. This preemptive effort significantly reduced the volume of wastewater within the system and minimized the sanitary contribution to each overflow event.

Throughout the flooding periods, sandbags were deployed to redirect or slow the spread of effluent where feasible. However, containment was limited due to the low elevation of the surrounding area and the presence of widespread tidal bay water. Active recovery of spilled effluent was not feasible under these conditions. Nevertheless, vacuum trucks operated continuously before, during, and after each event to relieve system pressure and limit total discharge. Once floodwaters receded, District crews reinspected and cleaned all affected manholes and confirmed proper system operation.

Spill events occurred over five consecutive days, with varying durations and volumes:

- January 1: From approximately 9:15 a.m. to 11:20 a.m., with an estimated 2,300 gallons unrecoverable, while vacuum operations prevented an additional 6,000 gallons from entering floodwaters.
- January 2: From 9:15 a.m. to 1:05 p.m., approximately 10,500 gallons unrecoverable, with 16,000 gallons prevented.
- January 3: From 10:00 a.m. to 3:00 p.m., approximately 12,000 gallons unrecoverable, with 20,000 gallons prevented.
- January 4: From 11:00 a.m. to 3:00 p.m., approximately 9,000 gallons unrecoverable, with 16,000 gallons prevented.

- January 5: From 12:00 p.m. to 2:00 p.m., approximately 1,800 gallons unrecoverable, with 6,000 gallons prevented.

During each event, public access to the sewer system was significantly reduced due to flooding, which also limited the generation of sanitary wastewater during peak tide periods.

The area surrounding the affected manhole was fully submerged by bay waters during each tidal cycle. As a result, the discharged effluent mixed directly with floodwaters and ultimately drained through the storm-flooded street system that outfalls to Humboldt Bay. Although no defined surface water conveyance was visible due to the flooding, it was concluded that the discharge reached waters of the State. Humboldt County Environmental Health was notified and issued a public health advisory to King Salmon residents. Additionally, the California Department of Public Health's Shellfish Pre-Harvest Protection Unit confirmed that Humboldt Bay was closed to shellfish harvesting throughout the event, mitigating potential public health risk.

In response to this event, the District has initiated several corrective actions to reduce future vulnerability. These efforts include a capital improvement project to raise the lid of the primary lift station in King Salmon by approximately five feet to address sea level rise and tidal inflow concerns, installation of a backup generator to maintain pump station operations during power outages, and evaluation of replacing non-sealed manholes in the King Salmon area with watertight covers to further reduce inflow and infiltration. In addition, District staff are scheduled to perform smoke testing in the King Salmon area on January 14 to identify specific sources of inflow and infiltration within the collection system so that these issues can be systematically addressed. The District is also preparing a public service announcement discouraging the use of private sewer cleanouts for floodwater drainage, which has contributed to system overload during past events. This incident was reported through the California Integrated Water Quality System (CIWQS), and required notifications were made to Cal OES, Humboldt County Environmental Health, and the California Department of Public Health in accordance with regulatory requirements.



Figure 1: District Crews working to relieve the spilling manhole



Figure 2: District Vac-Truck getting positioned to relieve the spilling manhole after tide recession



Figure 3: Sand bags surrounding King Salmon Lift Station to prevent further inflow and infiltration into the sewer system during high tide event



Figure 4: King Salmon Resident kayaking down the street in flood waters

Sanitary Sewer Overflow – Edgewood Sewer Lift Station

On January 7, 2026, the District responded to a sanitary sewer overflow (SSO) at the Edgewood Sewer Lift Station that occurred during routine standby generator testing. Generator testing is performed periodically by District staff to ensure that lift stations can successfully operate on backup power during power outages. During this process, lift stations are temporarily transferred to generator power and allowed to run for approximately one hour before being switched back to utility power.

During the generator test at the Edgewood Lift Station, the automatic transfer switch successfully transferred power to the generator. However, based on subsequent SCADA data review, generator power failed several minutes after District staff departed the site. At that time, staff were not aware that the lift station had lost power. The issue was identified once a high wet well alarm was received for the Edgewood Lift Station.

District staff responded immediately upon receiving the alarm and restored the station to PG&E power, allowing the pumps to resume normal operation and recover system levels. The overflow occurred between approximately 2:00 p.m. and 2:15 p.m., with an estimated flow rate of 120 gallons per minute, resulting in a total estimated spill volume of approximately 1,800 gallons.

The discharged wastewater flowed directly into an unnamed slough located between Ryan Slough and Freshwater Slough, which ultimately drains to Humboldt Bay via Eureka Slough. Because the spill volume exceeded the 45-gallon reporting threshold, the California Department of Health Services – Shellfish Harvest Protection Unit was notified to inform shellfish harvesters of the conditions.

The incident was reported in the California Integrated Water Quality System (CIWQS) as a sanitary sewer overflow. Required notifications were also made to the California Office of Emergency Services (Cal OES), Humboldt County Environmental Health Department, and the California Department of Health Services, in accordance with regulatory reporting requirements.

Staff is reviewing generator testing procedures and alarm response protocols to identify opportunities for improvement and reduce the likelihood of similar incidents in the future.



Figure 1: Unnamed Slough between Ryan and Freshwater Slough in which the sewer overflowed



Figure 2: Edgewood Sewer Lift Station Well that overflowed

Humboldt Community Services District

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MEMORANDUM

TO: Board of Directors

FROM: Ana Rodriguez, Utility Services Planner

DATE: January 8th, 2026

SUBJECT: Utility Services Planner for January 13, 2025 Board Meeting

My name is Ana Rodriguez, and I transitioned into the District's Utility Services Planner position on December 16, 2025. I graduated from Cal Poly Humboldt in Fall 2025 with a degree in Environmental Resources Engineering. I was born and raised in Baja California, Mexico, and moved to the United States when I was 14. That transition shaped who I am today, building resilience and deepening my commitment to environmental stewardship, public service, and community-centered infrastructure. I'm truly grateful to call Humboldt my home.

I began working at HCSD on July 8, 2024, as an intern in the Engineering Department. During that time, I worked closely with Bill Bitner and Brian McNeill, who generously shared their technical knowledge, institutional history, and insight into district operations. Their mentorship gave me a strong foundation and reinforced my interest in engineering, utility planning, and public infrastructure. During my internship, I worked on the District's Lead and Copper Inventory, the Revision of the District's Cross Connection Control Plan, and an update to the Sanitary Sewer Management Plan. For my Environmental Resource Engineering program capstone project, I worked with a team of students to develop a redesign of the water distribution system for the Shelter Cover Resort Improvement District.

In my new role as the District's Utility Services Planner, I continue to grow my understanding of the District's infrastructure systems, long-term planning efforts, and regulatory requirements. Looking ahead, I'm excited to continue serving HCSD, supporting the District's goals, and contributing to projects that protect public health, the environment, and the future of our community.

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Humboldt Community Services District

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AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: January 13, 2026

AGENDA ITEM: G.1

TITLE: Consideration of 2026 Board of Directors Meeting Calendar

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

District staff recommends that the Board of Directors approve the Draft 2026 Meeting Calendar and cancel the following regularly scheduled Board Meetings:

- March 24, 2026
- July 14, 2026
- August 25, 2026
- November 24, 2026
- December 22, 2026.

Summary:

Humboldt Community Services District Code Section 2.01.020 states:

The regular meetings of the Board of Directors of the Humboldt Community Services District shall hereafter be held on the second and fourth Tuesday of each and every calendar month at the hour of 5:00 p.m.

In 2024 and 2025 the District's Board of Directors canceled one regular meeting in the months of March and July. In 2025, the Board also canceled one meeting in August. Additionally, it has been the Board's longstanding practice to cancel the second regular meetings in November and December due to their proximity to major holidays. After evaluating the District's anticipated business needs for 2026, staff determined that two regular meetings in March and July are likely unnecessary. Staff also recommends canceling the August 25, 2026 meeting to allow Board and staff members the opportunity to attend the Annual Conference hosted by the California Special Districts Association scheduled for August 24-27, 2026.

If additional meetings are required, the Board President may call a special meeting in accordance with applicable law. At the conclusion of the 2026 calendar year, staff will evaluate the effectiveness of the annual meeting schedule and determine whether to present an ordinance for Board consideration to formally adopt an annual meeting calendar.

Fiscal Impact

Potential minor savings related to reduced staff overtime and Board member stipends.

2026 BOARD OF DIRECTORS MEETING CALENDAR

- Tuesday, January 13, 2026
- Tuesday, January 27, 2026
- Tuesday, February 10, 2026
- Tuesday, February 24, 2026
- Tuesday, March 10, 2026
- ~~Tuesday, March 24, 2026~~
- Tuesday, April 14, 2026
- Tuesday, April 28, 2026
- Tuesday, May 12, 2026
- Tuesday, May 26, 2026
- Tuesday, June 9, 2026
- Tuesday, June 23, 2026
- ~~Tuesday, July 14, 2026~~
- Tuesday, July 28, 2026
- Tuesday, August 11, 2026
- ~~Tuesday, August 25, 2026~~
- Tuesday, September 8, 2026
- Tuesday, September 22, 2026
- Tuesday, October 13, 2026
- Tuesday, October 27, 2026
- Tuesday, November 10, 2026
- ~~Tuesday, November 24, 2026~~
- Tuesday, December 8, 2026
- ~~Tuesday, December 22, 2026~~

Humboldt Community Services District

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AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: January 13, 2026

AGENDA ITEM: G.2

TITLE: Consideration of Joint Solicitation for Rate Study with City of Eureka

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Consider performing a joint solicitation for a rate study with the City of Eureka

Summary:

During the December 2-by-2 meeting with the City of Eureka, City staff indicated that they are planning to solicit for a consultant to perform a rate study during the first part of 2026. City staff have requested that HCSD join them in a joint solicitation. Their intent is to identify a consultant before June 2026, then perform the rate study in the second half of 2026, with the goal of adopting the new rate study before January 2027 for implementation.

The City's rate study was adopted in December of 2022 and implemented in January of 2023. The Key Findings of the City's 2022 Rate Study states:

- Sewer –10 percent rate increase in the first year (FY 2022/23), an 8 percent increase in the second year (FY 2023/24), and 4 percent increases in the last three years (FY 2024/25 and FY 2026/27). These increases assume no new loans or revenue bonds for capital improvement funding.

This indicates that the City's rate study expires at the end of June 2027, a full year ahead of the District's rate study.

HCSD's rate study is valid through July 2028. The study authorizes up to 14% annual increases in sewer rates. Over the past three years, staff have recommended, and the Board has adopted, lower rate increases year over year than what was authorized in the rate study. There are two more years remaining on the District's rate study, with the potential to increase rates by 14% each year pending Board approval.

HCSD's plan has been to perform a rate study solicitation beginning in January 2027, select a consultant, and have the rate study begin in August 2027 for adoption and implementation before July 1, 2028.

The City requests the Board consider participating in a joint solicitation for a rate study one year ahead of schedule.

Fiscal Impact:

Costs associated with a Rate Study is estimated to be between \$50,000-\$100,000. The District would adjust the proposed budget for FY2026-27 or FY2027-28 to incorporate the costs associated with the planned rate study.

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AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: January 13, 2026

AGENDA ITEM: G.3

TITLE: Consideration of Adopting of Resolution 2026-01 Pertaining to Humboldt County Operational Area Hazard Mitigation Plan 2025 Update.

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Consider adopting Resolution 2026-01 that itself adopts the Humboldt Area Hazard Mitigation Plan, 2025 Update.

Summary:

In November 2024, Humboldt County engaged IEM Consulting (<https://iem.com/>) to assist with the Local Hazard Mitigation Plan (LHMP), 2025 Update. The process involved stakeholder meetings, substantial public outreach, and coordination among the participating partner agencies in Humboldt County including Humboldt Community Services District. A link to the updated LHMP is provided below:

<https://humboldt.gov/3587/2025-Local-Hazard-Mitigation-Plan>

The Humboldt County Board of Supervisors adopted the updated LHMP at their December 9, 2025 meeting. The District must adopt a resolution adopting the updated LHMP in order to continue to be eligible for Hazard Mitigation Program funding through the Federal Emergency Management Agency. HCSD's annex to the LHMP is on pages 424 to 453 of Volume 2 of the 2025 Humboldt County Operational Area Hazard Mitigation Plan.

Once the plan is adopted by all of the jurisdictional partners and approved by FEMA, the partnership will collectively and individually become eligible to apply for hazard mitigation project funding from both the Pre-Disaster Mitigation Grant Program and the Hazard Mitigation Grant Program

Fiscal Impact:

Unknown

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RESOLUTION NO. 2026-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
HUMBOLDT COMMUNITY SERVICES DISTRICT**

**PERTAINING TO HUMBOLDT COUNTY OPERATIONAL AREA HAZARD
MITIGATION PLAN 2025 UPDATE**

WHEREAS all of Humboldt County has exposure to natural hazards that increase the risk to life, property, environment and the County's economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS, a coalition of Humboldt County, Cities, Towns, Tribes and Special Districts with like planning objectives has been formed to pool resources and create consistent mitigation strategies within the Humboldt County Operational Area; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Humboldt Community Services District:

- 1) Adopts in its entirety, Volume I and the relevant portions of Volume II including the Humboldt CSD jurisdictional annex of the Humboldt Operational Area Hazard Mitigation Plan (HMP).
- 2) Will use the adopted and approved portions of the HMP to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the HMP with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Steering Committee and continue to participate in the Coalition Partnership as described by the HMP.
- 5) Will help to promote and support the mitigation successes of all HMP Coalition Partners.

PASSED, APPROVED, AND ADOPTED this 13th day of January 2026 on the following roll call vote:

AYES:

NOES:

ABSENT:

Michael Hansen, Board President

ATTEST:

Robert Christensen, Board Secretary

Humboldt Community Services District

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AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: January 13, 2026

AGENDA ITEM: G.4

TITLE: Consideration of Approval of Budget for Emergency Project to Establish Temporary Containment Structure at Hoover Lift Station

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Consider authorizing the General Manager to implement an emergency purchase for the installation of a temporary flood barrier to surround the Hoover SLS, not to exceed \$55,000.

Summary:

On December 21, 2025, the District experienced a Sanitary Sewer Overflow at the Hoover Sewer Lift Station (SLS). This was unexpected, as District staff had recently completed a substantial upgrade project that replaced pumps with higher capacity and eliminated plumbing restrictions at the Hoover SLS. During the overflow event, District staff observed that the receiving infrastructure in the City of Eureka was near or at capacity. This means that even if the District were to further increase pumping capacity, there would be nowhere to pump to.

The District is currently implementing a grant-funded project to construct a permanent physical barrier around the Hoover SLS. The barrier is designed to capture spill volumes and enable staff to recover wastewater if the station is overwhelmed in the future. Construction of the project is expected to be completed in three to five years.

At this time, District staff propose installing a temporary barrier around the Hoover SLS with sufficient capacity to attenuate overwhelming flow should another significant flooding event occur before the permanent solution is completed.

Fiscal Impact:

Not to exceed \$55,000.

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Humboldt Community Services District

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AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: January 13, 2026

AGENDA ITEM: G.5

TITLE: Hiring of a CalPERS Retired Annuitant to serve as the District's Lead Distribution System Operator

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Staff recommends that the Board authorize the General Manager to hire a CalPERS retired annuitant to serve as the District's Lead Distribution System Operator, not to exceed 960 hours in any Fiscal Year for a limited duration through 2026 by motion and roll call vote.

Summary:

The District's previous Utility Services Planner served as the lead distribution system operator, a role that requires a Grade 4 Distribution certificate from the State Water Resources Control Board. The District had planned to designate the Maintenance Foreman as the lead distribution system operator upon the retirement of the Utility Services Planner. At this time, there are no supervisory staff who possess the Grade 4 Distribution Operator certification. The General Manager and several other members of the District's supervisory staff are currently working toward obtaining the Grade 4 Distribution Operator certification. In the interim, the staff proposes that the District engage the former District Superintendent in a limited capacity to act as the interim lead water system operator and advisor to the District's operations staff.

The District's former Superintendent retired under CalPERS and remains familiar with the District's operations and water distribution system. Staff proposes to hire him as a CalPERS-retired annuitant to provide limited professional operator support, primarily to serve as the interim lead water system operator and advisor to the District's General Manager and operations staff.

CalPERS regulations allow public agencies to employ retired annuitants under specific conditions, including:

- The individual may work no more than 960 hours in a fiscal year.
- The position must be temporary and for a defined term and not part of a regular staff assignment.
- Retired annuitants are not eligible for District benefits such as vacation, sick leave, or health insurance.

Agenda Report G.5
HCSD Board of Directors
January 13, 2026

The District anticipates the retired annuitant's services will be significantly under the 960-hour threshold. Work will be performed on an as-needed basis, limited to technical review and as an advisory role in the District's water system operation.

The retired annuitant will be compensated hourly, aligned with the Utility Services Planner classification on the District's Salary Schedule. The position will be paid on an hourly basis as an unbenefited employee.

Fiscal Impact:

District staff expects to spend **less than \$10,000** in wages during Fiscal Year 2025-26..