



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

AGENDA

DATE: Tuesday, April 9, 2024

TIME: 5:00 p.m.

LOCATION: 5055 Walnut Drive, Eureka, CA

The HCSD Boardroom is open to the public during open session segment(s) of the meeting. This meeting will also be held by Zoom video/teleconference, per Government Code Section 54953(b). If members of the public cannot attend in person and would like to speak on an agenda item including Public Participation, please join through the Zoom website (<https://zoom.us>) entering Meeting ID 867 4479 5850 and Passcode 197244. Access may also be achieved via telephone only by dialing 1-669-900-9128.

A. ROLL CALL

Directors Benzonelli, Gardiner, Hansen, Matteoli, Ryan

B. PLEDGE OF ALLEGIANCE

C. CONSENT CALENDAR

1. Approval of April 9, 2024 Agenda *Pgs 1-2*
2. Approval of Minutes of the Regular Meeting of March 26, 2023 *Pgs 3-6*

D. REPORTS

1. General Manager
 - a) District Update *Pgs 7-8*
2. Finance Department
 - a) March 2024 Check Register *Pgs 9-17*
3. Engineering
 - a) Update *Pg 19*
4. Planning
 - a) Update *Pg 21*
5. Legal Counsel

6. Director Reports

7. Other

E. PUBLIC PARTICIPATION **

**Members of the public will be given the opportunity to comment on items not on the agenda. Please use the information set forth above to participate via Zoom. The Board requests that speakers please state their name and where they are from, be clear, concise and limit their communications to 3 to 5 minutes. At the conclusion of all oral communications, the Board or staff may choose to briefly respond with information in response to comments; however, the Brown Act prohibits discussion of matters not on the published agenda. Matters requiring discussion, or action, will be placed on a future agenda.

F. NEW BUSINESS

1. Review Redwood Acres' Leak Status

Pgs 23-24

2. Consideration of Selecting a Candidate to Serve as a Regular Special District Member on the Local Agency Formation Commission (LAFCo)

Pgs 25-28

G. ADJOURNMENT

Next Res: 2024-04

Next Ord: 2024-01

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Brenda Franklin at (707) 443-4558, ext. 210. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102 – 35.104 ADA Title II).

Pursuant to §54957.5(a) of the California Government Code, any public record writings relating to an agenda item for an open session of a regular meeting of the Board of Directors, not otherwise exempt from public disclosure, are available for public inspection upon request at the District offices located at 5055 Walnut Drive, Monday through Friday (holidays excepted) during regular business hours.

DRAFT – MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
HUMBOLDT COMMUNITY SERVICES DISTRICT

The Board of Directors of the Humboldt Community Services District met in Regular Session at 5:01 p.m. on Tuesday, March 26, 2024, at 5055 Walnut Drive, Eureka, California with public participation available via Zoom tele/video conference.

A. CALL TO ORDER AND ROLL CALL

Present upon roll call were Directors Benzonelli, Gardiner, Hansen, Matteoli, and Ryan. Staff in attendance: General Manager Williams (GM), Assistant Engineer Rawal (AE), and Utility Services Planner McNeill (USP). Finance Manager Montag (FM) participated via Zoom video conference.

B. PLEDGE OF ALLEGIANCE

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

C. CONSENT CALENDAR

1. Approval of the March 26, 2024 Agenda
2. Approval of Minutes of the Regular Meeting of February 27, 2024

Public Comment: None

DIRECTOR HANSEN MOVED, DIRECTOR RYAN SECONDED, TO ACCEPT AND APPROVE THE MARCH 26, 2024 CONSENT CALENDAR. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

D. REPORTS

1. General Manager

- a) Update

GM summarized the report of the March 20, 2024 COE water transmission main break and its effect on the District's drinking water system causing distribution of high turbidity water to some ratepayers and the resulting direction by the SWRCB to issue a Boil Water Advisory to those specific customers. Directors Benzonelli, Gardiner, Matteoli, and Ryan expressed gratitude and appreciation to the GM for his prompt action and transparent process to keep the board and ratepayers apprised of the situation. Director Hansen presented critical comments regarding the GM's overall handling of the situation concluding he wished there was better communication.

2. Finance Department

a) January 2024 Budget Report

FM advised January was fairly standard noting: Water Purchased from Humboldt Bay is slightly higher and COE is slightly lower than the projected budget amounts due to various system distribution changes, however, combined totals are within the budget; Temporary Labor is now at zero as the District is currently fully staffed without need for outside labor.

b) February 2024 Budget Report

FM drew attention to the increase in electrical power from \$31,596 in January to \$43,459 in February due to recently PGE enacted rate adjustments, that the lower Street Lighting expense is due to a PGE billing error that will eventually be corrected, and Human Resources is currently higher than projected due to recruiting and onboarding expenses of the past several months.

c) February 2024 Check Register

Although a fairly normal month of transactions, FM commented upon large transactions related to the District's Fleet receiving annual inspection and services, significant parts purchased for the Temple Circle SMR CIP Project, and the Truesdale Electrical Upgrade CIP.

4. Engineering

a) Update

AE reviewed his continued intent to learn how the District functions, becoming familiar with on-going projects while looking for methods to improve the processes, and working with the Engineering Technician to ensure "as built" drawings are up to date and accurate.

5. Planning

a) Update

USP reviewed the March 22 report elaborating upon the State PFAS testing requirements and acceptance of the State's offer to perform the tests free of charge.

6. Director Reports

Director Benzonelli continues to participate in listening opportunities in order to identify what can be done to bring economic vitality to seniors and low-income populations. Most complaints are directed toward PGE rate increases, and the need to have a fixed-income or pay escalation matching the cost-of-living increases for everything else. A community listening session has been scheduled for May 1 from 5:30-7:00 p.m. at La Patria in Fields Landing and encouraged those interested to participate. Director Gardiner commended Director Benzonelli’s report and involvement acknowledging appreciation for everyone’s efforts.

E. PUBLIC PARTICIPATION

None

F. NEW BUSINESS

1. Consideration of Nominating a District Director to Serve on LAFCo

GM summarized the LAFCo request as well as affirmed the individual currently holding the seat has chosen not to run at this time.

PUBLIC COMMENT: None

After a brief discussion, IT WAS MOVED BY DIRECTOR MATTEOLI, SECONDED BY DIRECTOR HANSEN, TO NOMINATE DIRECTOR BENZONELLI AS A CANDIDATE FOR THE LAFCo REGULAR MEMBER SEAT ENDING JUNE 30, 2024. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, GARDINER, HANSEN, MATTEOLI, RYAN

NOES: NONE

ABSENT: NONE

2. Consideration of Supporting Bill H.R. 7525 Special District Grant Accessibility Act

GM elaborated upon the existing conditions that prevent Special Districts from eligibility for grants and other federal funding opportunities.

PUBLIC COMMENT: None

Director Gardiner queried whether the GM has spoken with John Driscoll in Representative Huffman’s office directly. Discussion then ensued questioning whether the HCSD should become full members of CSDA and the possibility of an associate membership at reduced fees when not utilizing their insurance products.

IT WAS THEN MOVED BY DIRECTOR GARDINER, SECONDED BY DIRECTOR MATTEOLI, TO AUTHORIZE THE GENERAL MANAGER TO SUBMIT THE SUPPORT LETTER TO REPRESENTATIVE HUFFMAN. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

G. ADJOURNMENT

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

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

THE BOARD ADJOURNED ITS REGULAR MEETING OF MARCH 26, 2024 AT 6:02 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: April 5, 2024

SUBJECT: General Manager Report for April 9, 2024 Board Meeting

Administrative Services Manager

The District has been actively searching for an individual to fulfil administrative services duties considering the imminent retirement of the District's current Administrative Services Manager. The initial solicitation closed on March 15, 2024 and resulted in 10 qualified candidate submissions. From that group, the top five were selected for interviews. Interviews were conducted on March 27, 2023 by the General Manager, the Utility Services Planner, the current Administrative Services Manager, the Finance Manager and the Board appointed Employee Relations Officer, Director Michael Hansen.

As a result of the interviews, three candidates were identified for office skills assessment testing. The General Manager intends to schedule one-on-one interviews with the candidates as well. All of the information gathered, including the application package, interviews, skills assessment results and the impressions from the one-on-one interviews will inform the selection process. The District intends to fill this role as soon as possible.

Utility Worker

The District is actively soliciting for qualified individuals to submit applications to work as a Utility Worker in the District's Construction Department. Allen Williams, who had been with the District for over 16 years, submitted paperwork for retirement in March. Filling this vacancy at this time is a priority for the District as we head into the dry (construction) season. If you know any qualified individuals that would like full time employment with the District, please encourage them to apply. Information is available on the District's website under Human Resources.

City of Eureka CIP

The City of Eureka's Engineer, Jesse Willor presented the City's 2024 Capital Improvement Plan (CIP) Report to the City Council on April 2, 2024. The City Council Meeting Agneda indicated that the CIP would be adopted at the April 2nd meeting. Despite that, the CIP document was not made available to the public for review and comment. The City Council

unanimously passed a motion to receive the report but did not mention adopting the CIP at that meeting. The District has been requesting a copy of the City's 2024 plan since January, 2024. At the time of this writing, the City's CIP has not yet been delivered to the District. This report is critical to the District's fiscal planning because on average over the past ten years, the District's contractual contribution to the City's CIP spending represents over 15% of the District's annual sewer budget.

The April 2, City Council meeting is available on the internet at the following location:

https://eureka.granicus.com/player/clip/1532?view_id=3&redirect=true

The presentation of the CIP Report begins at about 1 hour and 50 minutes into the meeting.

2024 CIP Projects are presented starting at about the 2 hours 14 minutes point.

Wastewater projects are presented beginning at about 2 hours and 21 minutes.

There is an interesting discussion concerning the City's, "WWTP Improvements – Eliminate Bypass Project," that begins at 2 hours and 33 minutes into the meeting. The objective of the project is to repurpose one of the City's facultative lagoons as a surge basin to capture all of the wastewater associated with high flows during wet weather events so that water can be treated at a later time when the flows diminish. This should eliminate, or significantly reduce the City's discharge of "not fully treated" wastewater directly into the bay whenever flows are high. This COE planned project is intended to correct the State Waterboard Cease and Desist Order issued in 2016 which has been rolled into the current NPDES permit, as well as satisfy the terms of a recent suit for the City's non-compliance with the 2016 Order.

Accounts Payable

Checks by Date - Detail by Check Date

User: FM
 Printed: 4/4/2024 1:14 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
56978	d550	Dept of Motor Vehicles	03/06/2024	31,959.00
Total for Check Number 56978:				31,959.00
Total for 3/6/2024:				31,959.00
56979	UB*02165	RENTOR-TC Refund Check	03/08/2024	143.27
Total for Check Number 56979:				143.27
56980	UB*02166	BRITTNEY DODSON-SIMMONS Refund Check Refund Check Refund Check Refund Check Refund Check	03/08/2024	2.69 0.43 5.75 3.46 0.60
Total for Check Number 56980:				12.93
56981	M102 138319	Wayne Maples Plumbing & Heating Inc. Camera pressure sewer line on Allen Drive	03/08/2024	1,345.20
Total for Check Number 56981:				1,345.20
56982	U410	United Way of Humboldt PR Batch 00001.03.2024 UNITED WAY PR Batch 00001.03.2024 UNITED WAY PR Batch 00001.03.2024 UNITED WAY	03/08/2024 PR Batch 00001.03.2024 UNI PR Batch 00001.03.2024 UNI PR Batch 00001.03.2024 UNI	1.97 1.00 1.03
Total for Check Number 56982:				4.00
56983	A072 0010566	Accurate Drug Testing Services DOT Physical / HR	03/08/2024	100.00
Total for Check Number 56983:				100.00
56984	A360 055739	AFLAC Supplemental Health Premium - February 2024	03/08/2024	149.68
Total for Check Number 56984:				149.68
56985	A800 45998	Joseph A Bonomini Unit 9 Annual Maintenance	03/08/2024	537.83
Total for Check Number 56985:				537.83
56986	A910 02373	AWWA: CA-NV Section Cross Connection Control Specialist Renewal Ce	03/08/2024	120.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 56986:	120.00
56987	C410	City of Eureka: SW	03/08/2024	
	022024	General 79%		115,760.28
	022024	Humboldt Hill 21%		30,771.72
			Total for Check Number 56987:	146,532.00
56988	C450	City of Eureka: Water Test	03/08/2024	
	INV05714	Microbiological Testing - Jan 2024		561.00
			Total for Check Number 56988:	561.00
56989	E485	Cooney Parris and Rieke Corp	03/08/2024	
	02292024	Discount Earned February 2024		-19.50
	02292024	Discount Earned February 2024		-5.21
	02292024	Discount Earned February 2024		-4.26
	02292024	Discount Earned February 2024		-3.25
	155910/3	Sprng Snap SS 3.15x0.45		25.84
	156001/3	Hand Sprayer/ Hot Water Pistol Nozzle/Simple C		53.84
	156143/3	Clear Silicone/Liq Tite Various/ Hardware Screw		51.29
	156146/3	Hex Bushing Various/Elbow/Hardware Screws V		52.72
	156160/3	Handle Magnet		14.00
	156161/3	Ball Valve/Nipple Various/Flare Nut/Street Elbow		63.03
	156225/3	Drain Bladder		25.85
	156330/3	Garden Sprayer 2Gal		67.85
	156374/3	Lawn Insect Klr Con 32oz		16.15
	156479/3	Handle Thrd/Multi-Angle Wash Brush		30.15
	156602/3	Paint Edger/Painters Tape Various		43.46
	156630/3	Metal Tray/Roller/ Wood Frame Roller		31.32
	156670/3	Cable Ties 14" 350# SS		9.26
	156672/3	Interior Satin Paint/ Roller Frame		52.40
	156688/3	Hardware Screws for Unit #20		10.75
	157013/3	Pipe Insulation/ 2x4 Douglas Fir Lumber		16.24
	157392/3	Hand Sprayer/Cleaner Simple Green		48.46
	157414/3	Tarp Strap/Trowel/Tarp Silver/Hardware Screws		114.18
	157448/3	Nozzle Twist/Wrap-It-Up/Bolt Eye/Hosehangout		69.78
			Total for Check Number 56989:	764.35
56990	E558	NAPA Auto Parts of Eureka	03/08/2024	
	386992	Bat Fill		25.12
	388136	Unit #20 Windshield Repair		19.64
	389358	Unit 9 Wiper Blade		29.48
	389396	Unit 3, Unit 18 2.5 Blue Def x4		56.77
	389414	10W30x12/LT Tree Leather 3pk/ Tree Black Ice		52.75
	389545	Simple Green Cleaner/Sprayer/ Return 10W30x1		69.33
	389848	Motor Oil 30W x24		86.26
	389995	2.5 Blue Def x2		26.20
			Total for Check Number 56990:	365.55
56991	H010	Keenan Supply	03/08/2024	
	02292024	Discount Earned		-84.89
	02292024	Discount Earned February 2024		-92.56
	02292024	Discount Earned February 2024		-0.43
	S013406695.002	Resetter with Angle Lockwing Ball VLV Lead Fi		495.80
	S013406695.003	COP Horizontal Resetter with Angle Lockwing I		653.49
	S013434728.001	PVC Comp Brass Mac-Pak 3 Part CPLG Lead F		1,430.96
	S013552528.001	Pep Mac-Pak Brass 1/4 Bend Lead Free		624.45

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	S013552528.002	1 Pep Mac-Pak Brass 3 Part CPLG Lead Free x5		385.89
	S013590463.001	Roth Crt SLS Pipe & Fittings		96.66
	S013590463.002	Roth Crt SLS Pipe & Fittings		272.17
	S013590463.003	Roth Crt SLS Pipe & Fittings		4,205.08
	S013600691.001	Hymax 2 Flip 260 PSI Chad Lane		1,079.69
	S013611064.001	Lead Free 1 IMP Brass CPLG/Lead Free 3/4 IMI		120.26
	S013613717.001	SxS SCH 40 PVC 90 Elbow		23.44
	S013621460.001	1x100 IPS 250PSI Polyethelene Pipe/3/4x100 IP		265.73
			Total for Check Number 56991:	9,475.74
56992	H160	HCSD--Petty Cash	03/08/2024	
	020324	Schmidbauer: Unit 17 Weight Certification		20.00
	14654	Lotus Mountain Printing: HCSD Hat Artwork		50.00
	15DEC2023	Murphy's Market: TL Retirement		32.11
	304	Costco: Customer/Staff Halloween Candy		38.79
			Total for Check Number 56992:	140.90
56993	H410	Humboldt Bay Municipal Water D	03/08/2024	
	15766000	Reconciliation Credit from FY 2022-23		-205.63
	15766000	Water Purchased - February 2024		92,206.96
			Total for Check Number 56993:	92,001.33
56994	I525	Infosend	03/08/2024	
	257723	UB/Process and Mail/Bills - February 2024		3,608.57
			Total for Check Number 56994:	3,608.57
56995	I700	IBS Interstate Battery System	03/08/2024	
	5106628	LEAD		-8.90
	5106633	Truck Radio Repeater Batteries		632.17
			Total for Check Number 56995:	623.27
56996	J800	Johnson's Mobile Rentals LLC	03/08/2024	
	176893	Mopnthly Rental of Fencing for RidgewoodTank		252.78
			Total for Check Number 56996:	252.78
56997	M099	Mad River Community Hospital	03/08/2024	
	10643420 66939	Pre Employment/ KR		366.00
	A0144193 66939	Pre Employment/ KR		262.50
			Total for Check Number 56997:	628.50
56998	M450	Mission Linen	03/08/2024	
	520959810	Uniforms/Mats		401.89
	521002902	Uniforms/Mats		233.57
	521047847	Uniforms/Mats		401.89
	521090043	Uniforms/Mats		234.25
			Total for Check Number 56998:	1,271.60
56999	M780	Municipal Maintenance Equipmen	03/08/2024	
	019240	Water ball valves for Unit 20		1,878.41
			Total for Check Number 56999:	1,878.41
57000	P190	Pacific Paper Co	03/08/2024	
	213185	Tab File Folders/Correction Tape/ Pens/ Post-it F		97.40

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	213969	Face Masks/Power Duster 10oz/Steno Notebook.		129.12
			Total for Check Number 57000:	226.52
57001	P430	Pierson Building Center	03/08/2024	
	022024	Discount Earned February 2024		-0.94
	022024	Discount Earned February 2024		-1.68
	022024	Discount Earned February 2024		-7.67
	022024	Discount Earned February 2024		-13.69
	168308	Magnetic Tape/Air Filter		54.59
	169030	Bucket Scoop/Sanding Sponge/Masking Paper/L		66.10
	169362	Simp Mixing Nozzle EMN22		17.46
	169621	27Gal Utility Tote for Engineering Office		61.14
	170102	Connector Clamp-on/2x8 Signs/Liquid Tight Co		33.35
	170432	Unit #1 Ball Hex Keys		19.65
	171023	Truck Rope/ Magnetic Base/ Black Diamond Ro		33.18
	171034	Int Satin UW Gal Paint		64.00
	171230	Unit #18 Cable Tie/ H&H TNB 3/8-16x16-1/4		27.07
	171306	Interior Paint/Angle Sash/Paint Tray Liner		82.99
	172653	2x8 #2 Lumber		8.73
	173659	Utility Knife/100pk Blades/Hex Driller 10x3/4/F		67.69
	173812	Pipe Insulation/Liquid-Tight/Bulk Fasteners		46.75
	174280	Funnel/Anchor Fix/Snap Link/EY WN 5/16-18x:		64.60
			Total for Check Number 57001:	623.32
57002	P557	Rexel USA Inc.	03/08/2024	
	4V23052	New SCADA parts		11.12
	Y844346	New SCADA parts		309.01
			Total for Check Number 57002:	320.13
57003	P785	Powell Landscape Materials	03/08/2024	
	2487A	Materials for Spring St Sample Station		174.80
	2493A	Materials for Chad Lane Water Main repair		37.15
	2599A	London Dr Sample Station materials		266.57
	2614A	London Drive Valve Cans		266.57
			Total for Check Number 57003:	745.09
57004	R250	Recology Humboldt County	03/08/2024	
	31822406	Garbage Service - February 2024		586.44
			Total for Check Number 57004:	586.44
57005	V700	Valley Pacific Petroleum Services Inc	03/08/2024	
	INV 24-759469	PC Turboflo R&O 32 2Gal		228.47
	INV 24-759750	Ethanol Free 92 Octane		36.64
	INV 24-761904	Fuel		5,003.65
			Total for Check Number 57005:	5,268.76
57006	W208	Watt's Cleaning Services	03/08/2024	
	1059	Quarterly PO for office cleaning services		950.00
			Total for Check Number 57006:	950.00
57007	X800	Xylem Inc.	03/08/2024	
	3556D13295	Roth Crt Flgyt Pumps and Pump Bases		45,011.01
			Total for Check Number 57007:	45,011.01

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for 3/8/2024:	314,248.18
57008	A160	ACWA-JPIA	03/19/2024	
	0702275	nCOBRA - Vision Coverage Period: 04/01-30/2		15.63
	0702275	aMedical Plan - Employees Coverage Period: 04/01-30/2		55,691.46
	0702275	bDental Plan - Employees Coverage Period: 04/01-30/2		1,348.04
	0702275	cVision Plan - Employees Coverage Period: 04/01-30/2		312.60
	0702275	dLife/AD&D Plan - Employees Coverage Period: 04/01-30/2		411.10
	0702275	eMedical Plan - Board Members Coverage Period: 04/01-30/2		10,745.23
	0702275	fDental Plan - Board Members Coverage Period: 04/01-30/2		342.64
	0702275	gVision Plan - Board Members Coverage Period: 04/01-30/2		62.52
	0702275	hLife/AD&D Plan -Board Members Coverage Period: 04/01-30/2		27.47
	0702275	iMedical Plan -Retired Members Coverage Period: 04/01-30/2		23,099.58
	0702275	jDental Plan - Retired Members Coverage Period: 04/01-30/2		1,266.64
	0702275	kVision Plan - Retired Members Coverage Period: 04/01-30/2		359.49
	0702275	lCOBRA - Medical Coverage Period: 04/01-30/2		2,500.62
	0702275	mCOBRA - Dental Coverage Period: 04/01-30/2		106.12
			Total for Check Number 57008:	96,289.14
57009	A790	Automation Direct	03/19/2024	
	16183656	New SCADA components for Lentell Tank site		1,401.55
	16183656	New SCADA components for all sites		1,937.08
	16183656	New SCADA components for Cummings Tank sites		1,222.69
	16183656	New SCADA components for Cummings Boosters		1,033.87
	16183656	New SCADA components for all sites		1,189.83
	16188695	New SCADA components for all sites		353.42
	16190521	New SCADA components for Cummings Boosters		325.41
	16220509	New SCADA components for all sites		34.48
	16252930	New SCADA components for all sites		74.35
			Total for Check Number 57009:	7,572.68
57010	B284	Badger Meter Inc	03/19/2024	
	1600821	Activation of Badger Beacon		1,000.00
	1612623	Mobile Collection Receiver and Software		2,543.19
	1614236	2" Badger Meter		593.12
	80141743	Beacon Mobile Hosting		433.44
	80147073	Beacon Hosting Service		433.44
	80151262	Beacon Hosting Service January 2024		433.44
	90052643	Credit Memo for Beacon Hosting Service		-906.48
	90052644	Credit Memo for Beacon Mobile Hosting		-433.44
	90052645	Credit Memo for Beacon Hosting Service		-433.44
			Total for Check Number 57010:	3,663.27
57011	C036	Corporate Payment Systems	03/19/2024	
	240017540510832	MM/McClatchy Advertising: Advertising RFP for 2023-2024		1,272.52
	240055234051083	MM/Press Democrat: Advertising RFP for 2023-2024		398.00
	241215740650000	TW/TransitTalent: Admin Recruitment Add (30)		175.00
	242042940450022	TL/DRI Crash Plan		29.97
	242316840494000	DT/Harbor Freight Tools: SCADA Tools		124.20
	242316840614000	DT/Harbor Freight Tools: Camera Van Smog and		141.03
	244309940460833	MM/Dell: 3 Computers for SCADA system service		2,596.34
	244309940464008	TL/Microsoft		88.52
	244356540517622	DT/Galls: Maint. Tools and Truck Organizers		196.18
	244921640640000	DT/Broadway Automotive: Camera Van Smog and		80.00
	244921640650000	TW/LostCoastOutpost: Admin Recruitment (2 v		120.00
	244939840590269	DT/Wabash National: Camera Van Smog and		93.27

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	246921640401008	MM/Amazon:Monitors, Monitor Cables for Eng		395.70
	246921640401008	TW/Amazon: Decaf Coffee		75.96
	246921640521001	MM/Amazon: Network switch for board room		18.31
	246921640621083	TW/Craigs List: Admin Recruitment (30 days)		60.00
	246921640631089	TW/AWWA: 5th Edition M14 Backflow Preven		172.50
			Total for Check Number 57011:	6,037.50
57012	C180	Canon Solutions America Inc.	03/19/2024	
	6007228180	Office/Black Copies WXD03492- 1267		16.40
	6007228180	Office/Color Copies WXD03492- 2202		183.32
	6007228180	UseTaxRecoveryFec/OfficeCopier		7.73
			Total for Check Number 57012:	207.45
57013	C430	City of Eureka: WA	03/19/2024	
	02292024	Overpayment - November 2023		-3,008.19
	02292024	Water Purchased - February 2024		60,374.00
			Total for Check Number 57013:	57,365.81
57014	C495	Colantuono, Highsmith, Whatley, PC	03/19/2024	
	59384	Special Legal Services Services through 02/29/2		385.00
			Total for Check Number 57014:	385.00
57015	G150	Gaynor Telesystems Inc.	03/19/2024	
	INV000043974	Switch Extentions 224 & 225		65.00
			Total for Check Number 57015:	65.00
57016	H210	Hensell Materials	03/19/2024	
	1649303	Red Rossin/Squeeqee Travel		40.85
			Total for Check Number 57016:	40.85
57017	H360	Humboldt No. 1 Fire Protection Di	03/19/2024	
	2023-24 BA	300-011-017-000 District Yard		12.00
	2023-24 BA	014-182-003-000 Hoover St Lift Sta		12.00
	2023-24 BA	014-182-010-000 Hoover St Lift Sta		12.00
	2023-24 BA	019-114-017-000 Bailey St Lift Sta		12.00
	2023-24 BA	300-011-007-000 District Yard		144.00
	2023-24 BA	300-011-009-000 District Yard		12.00
	2023-24 BA	300-011-010-000 District Yard		12.00
	2023-24 BA	300-011-012-000 Lentell Tank site		12.00
	2023-24 BA	301-041-003-000 End of Calif (Old Well)		12.00
	2023-24 BA	301-121-006-000 End of Meyers (Old Well)		12.00
	2023-24 BA	302-181-028-000 Elk River Rd (Mtr Sta)		12.00
	2023-24 BA	303-022-031-000 Access Rd Beechwood Tank		12.00
	2023-24 BA	305-131-026-000 S Broadway Lift Sta CSA3		12.00
	2023-24 BA	305-131-039-000 So Bay Well Site		12.00
	2023-24 BA	306-181-045-000 Donna Dr Pump Sta		12.00
	2023-24 BA	306-221-002-000 Fields Landing Lift Sta		12.00
	2023-24 BA	306-381-048-000 Humb Hill Tank Site		12.00
	2023-24 BA	306-391-007-000 Princeton Well Site		12.00
	2023-24 BA	307-041-008-000 Donna Dr Tank Site		12.00
	2023-24 BA	403-051-026-000 Lower Pigeon Pt Tank		12.00
	2023-24 BA	403-161-034-000 Cummings Rd Booster PS		12.00
			Total for Check Number 57017:	384.00
57018	H810	Humboldt Waste Management Auth	03/19/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	100005865	Greenwaste Self Haul for Chad Ln 8" AC Break		120.25
	100006261	Solid Waste - Self Haul		18.72
Total for Check Number 57018:				138.97
57019	M560 3425	The Mitchell Law Firm LLP Legal Services - February 2024	03/19/2024	640.00
Total for Check Number 57019:				640.00
57020	P130 03142024	Pacific Gas and Electric-St Street Lights: February 2024	03/19/2024	2,577.18
Total for Check Number 57020:				2,577.18
57021	P490 1024908766	Pitney Bowes Inc. AnnMaint/LetterOpener/STDSLA	03/19/2024	220.00
Total for Check Number 57021:				220.00
57022	P550 1024953971 1024953971 1024953971	Pitney Bowes Inc Qtrly Rent Base C Series Qtrly Rent Base C Series Equipment Service Agreement	03/19/2024	84.36 40.91 11.23
Total for Check Number 57022:				136.50
57023	S670 TM INV-007362	Springbrook Holding Company LLC Work on Springbrook version upgrade	03/19/2024	89.50
Total for Check Number 57023:				89.50
57024	U410	United Way of Humboldt PR Batch 00002.03.2024 UNITED WAY PR Batch 00002.03.2024 UNITED WAY PR Batch 00002.03.2024 UNITED WAY	03/19/2024 PR Batch 00002.03.2024 UNI PR Batch 00002.03.2024 UNI PR Batch 00002.03.2024 UNI	0.95 1.46 1.59
Total for Check Number 57024:				4.00
57025	U730 INV00276359 INV00276798 INV00288071	USA Bluebook Stainless Steel Cable Ties Eco Float Switch 50' Cable NO Norm Open Ext Stainless Steel Cable Ties 11 Inches	03/19/2024	21.44 434.03 61.49
Total for Check Number 57025:				516.96
57026	W700 HCD-245508	Whitchurch Engineering Inc. Walnut Dr - Earthquake Recovery Task Order Nc	03/19/2024	3,493.75
Total for Check Number 57026:				3,493.75
Total for 3/19/2024:				179,827.56
57027	UB*02167	JUDITH WILSON Refund Check Refund Check Refund Check Refund Check Refund Check	03/29/2024	18.08 11.06 30.99 23.39 30.59

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 57027:	114.11
57028	UB*02168	VANESSA FRANK	03/29/2024	
		Refund Check		92.70
		Refund Check		20.90
		Refund Check		15.12
		Refund Check		39.72
		Refund Check		119.78
			Total for Check Number 57028:	288.22
57029	A753 03202024	Chris Armstrong Stipend for D2 Water Distribution Test	03/29/2024	370.00
			Total for Check Number 57029:	370.00
57030	C301 25922	Chris Cringle's Saw & Chain Repair Leaf Blower	03/29/2024	77.76
			Total for Check Number 57030:	77.76
57031	C450 INV05771	City of Eureka: Water Test Microbiological Testing - February 2024	03/29/2024	425.00
			Total for Check Number 57031:	425.00
57032	E530 190976	Eureka Humboldt Fire Extinguisher Co Inc Fire Extinguisher Test & Maint #7, 11, Pigeon Pt	03/29/2024	2,157.33
			Total for Check Number 57032:	2,157.33
57033	F049	Fastenal Company	03/29/2024	
	CAEUR131697	2300V Respirator VP/FlexGuard Glv/Drv Glv/E		161.37
	CAEUR131697	XL OR Disposable Glv/ 10.4x11 Towel 55		149.82
	CAEUR131796	AA Alk Battery/Foam Ear Plugs/ XL OR Dispos		142.26
	CAEUR131879	12oz Hand Sanitizer/ XL OR Disposable Glv		161.87
	CAEUR131879	SilvrM SftyGlass/9Mdl11 SftyGlass/2300V Rasg		186.00
	CAEUR131989	AA Alk Battery/ C Alk Battery/ 9V Alk Battery		18.07
	CAEUR131989	Black Chisel Marker/ 6" 14TPI Recip		14.50
			Total for Check Number 57033:	833.89
57034	F050	Fastenal Industrial	03/29/2024	
	CAEUR131691	Sewer main Clean out plugs		1,178.95
	CAEUR131792	White MultiFold PaperTowels		48.13
	CAEUR131887	Wedge anchors to resupply stock on hand		566.75
	CAEUR131980	Scott 2ply bath tissue		70.29
			Total for Check Number 57034:	1,864.12
57035	H690 506150	Humboldt Fasteners and Tools Impact Wrech for Vehicle Maintenance	03/29/2024	554.44
			Total for Check Number 57035:	554.44
57036	M350 5207454	Mid-City Motor World Brake Shoe Assemly for Unit #19	03/29/2024	124.67
			Total for Check Number 57036:	124.67
57037	P010	Pacific Gas and Electric-GN	03/29/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	04052024	aWA Pump & District/Cummings		5,803.92
	04052024	bHH Water System		11,285.35
	04052024	cFW/MR Water System		759.59
	04052024	dGeneral Sewer System		10,298.90
	04052024	eKS/HH Sewer System		3,250.71
	04052024	fOffice/Yard		6,343.65
	04052024	gSpark energy Gas/LP Gas Chgs		631.17
			Total for Check Number 57037:	38,373.29
57038	P130 04122024	Pacific Gas and Electric-St Street Lights: March 2024	03/29/2024	2,831.09
			Total for Check Number 57038:	2,831.09
57039	R722 F5181255	Hunter Rice Reimburse DMV Class A Learner Permit	03/29/2024	98.00
			Total for Check Number 57039:	98.00
57040	S117 2408036-01	Sage Designs Inc SCADA Software and Licenses	03/29/2024	26,153.08
			Total for Check Number 57040:	26,153.08
57041	S400 12084	Sharp Auto Graphics and Signs Camera Van Door Logos	03/29/2024	225.00
			Total for Check Number 57041:	225.00
57042	S750 04102024	Standard Insurance Company Short & Long Term Employee Disability Billing	03/29/2024	1,587.71
			Total for Check Number 57042:	1,587.71
57043	S850 04152024	Optimum Internet: 03/24/24 - 04/23/24	03/29/2024	563.33
			Total for Check Number 57043:	563.33
57044	V500 9564836	Verizon Wireless Cellular Service - March 2024	03/29/2024	464.76
			Total for Check Number 57044:	464.76
			Total for 3/29/2024:	77,105.80
			Report Total (67 checks):	603,140.54

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Humboldt Community Services District

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

ENGINEERING MEMORANDUM

To: Board of Directors
From: Kush Rawal, Assistant Engineer
Date: April 4, 2024
Subject: Assistant Engineer Progress Report for April 9, 2024 Board Meeting

WinCan is a cloud-based software platform that enables sewer inspections, tracks work orders and assists with monitoring system-wide performance. WinCan software is installed on the District's new Sewer CCTV Van and supports data acquisition from the sewer camera equipment. The maintenance department attended a two-day WinCan software training. The goal of the training was to teach our operators how to build a project, the features available in the software, and the kind of data that can be collected with our system. WinCan will catalogue camera videos, and build a virtual system of connections. This is achieved by inputting camera orientation and sewer main length as connected to each manhole.

Operators will be able to input data such as deformations, cracks, and roots as the line is being recorded. The District's maintenance team plans to use WinCan to generate main line, service line, and manhole reports. The information collected with this software will contribute to CIP planning, prioritizing maintenance activities until such time that repairs can be made, and improving the District's records system. In the future, after we have catalogued a substantial amount of data, it would be worth looking into combining our WinCan data with a GIS system that will enable virtual mapping of the District's system and link any inspection data to geospatial data collected in the field. Overall, I was impressed with the software and am excited about its potential to improve the services we provide.

In December, 2021, the District Board voted to participate in the California Uniform Construction Cost Accounting Act (CUPCCAA). On an annual basis, CUPCCAA establishes a threshold that allows for an informal bidding procedure using an established list of qualified contractors that is maintained annually. Each year in April, HCSD is required to send notice to our established list of Contractors and construction trade journals inviting contractors to join the District's list. The required notification was posted on April 1, 2024. The responses will allow the District to keep the list of preferred contractors up to date.

Thank you for your time, I am continually looking forward to improving myself and the services HCSD provides to better serve our community.

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Humboldt Community Services District

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MEMORANDUM

TO: Board of Directors
FROM: Brian McNeill, Utility Services Planner
DATE: April 5, 2024
SUBJECT: Utility Services Planner Report for April 9, 2024 Board Meeting

The Planning department has been busy working with rate payers on various issues. Some examples include answering questions and providing easements and maps for individuals looking to purchase property that includes an easement for a District water booster station. A different project proponent inquired about a parcel they bought and want to develop. Their questions regarding easements and the location of District facilities and infrastructure were addressed. We are also working with a rate payer who intends to build a fence and desires to relocate their water meter so that it remains accessible after the fence is installed.

District staff received an electrical shock upon touching a water meter in a Cutten neighborhood. PG&E was called, and they determined the issue was behind the customer's electric meter in the customer's wiring. Along with writing a letter to the rate payer explaining the situation, Humboldt County code enforcement was also notified.

The Planning Department completed our standard monthly tasks which include, collecting weekly bacteriological water samples throughout the District, submitting month end reports for the drinking water and sanitary sewer/collection systems, as well as tracking fuel usage by District staff and by District equipment.

The Planning Department also provided information necessary to complete the Consumer Confidence Report (CCR) as well as the Electronic Annual Reporting System (eAR). The Planning department continued reviewing and updating District plans as necessary.

In coordination with the Engineer and field staff, data is being compiled for the October 16th deadline to complete a Lead and Copper Rule inventory which is mandated to include all service line material from the main to the building connection, including the portion of the service line that is behind the meter.

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Humboldt Community Services District

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AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: April 9, 2024

AGENDA ITEM: F.1 (New Business)

TITLE: Report Regarding Redwood Acres Leak Status

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Receive report and discuss. Direct staff if further action is to be taken.

Summary:

In September of 2020, Redwood Acres reached out by way of letter from then Chief Executive Officer (CEO), Ben Brown, to request leak relief for a leak that is estimated to have been about one-million-gallons over three months. That request was denied because of the District's policy to provide leak relief once in a five year period, and Redwood Acres had received substantial leak relief in 2017 (\$1,219) and in 2019 (\$4,562).

Between the months of May and July of 2023, Redwood Acres experienced another substantial water leak. The total volume of the leak was over two-million-gallons. At that time, the Redwood Acres administration again reached out to the District to request leak relief. The request was denied because of the District's policy to provide a refund or credit for half of the cost of the volume leaked, once in a five year period. As stated above, the District had provided leak relief to Redwood Acres in 2019 in the amount of \$4,562; which was about double what the District's policy provides for considering the volume of water leaked.

In December of 2023, Redwood Acres CEO, Mic Moulton reached out to the District's customer service department to discuss utility billing and to try to identify ways to reduce the cost of water to Redwood Acres. The primary driver for Redwood Acres high bills was their water usage, and that message was passed on to Mr. Moulton. Mr. Moulton began to aggressively request a discount from HCSD. The District General Manager and Finance Manager had a meeting with Mr. Moulton where several options were presented to Mr. Moulton that would enable him to reduce the usage at Redwood Acres, including identifying and correcting ongoing leaks. During that meeting, strategies were discussed that would allow Mr. Moulton to identify those Redwood Acres' tenants that are high water and sewer service consumers within the Redwood Acres complex. Sub-metering was identified as a mechanism that Redwood Acres could employ to allow Redwood Acres to charge their tenants according to the tenants' water and sewer usage.

During December 2023, after the meeting between District Staff and Mr. Moulton, District staff assisted Mr. Moulton with leak detection at the Redwood Acres complex, and determined that

Redwood Acres had an ongoing leak that was estimated to be about 24,000 gallons-per-day. Over a year's time, a leak of that magnitude would produce nearly nine-million-gallons of water waste. District records indicate that the leak had been ongoing for over two and a half years.

Mr. Moulton did correct the leak in late December 2023. The next billing cycle reflected a significant reduction in water usage; almost 700,000 gallons. The leak repair resulted in a corresponding reduction in the water bill of about \$3,400 per month. After three consecutive monthly reads at the reduced consumption, District staff was able to adjust Redwood Acres' Winter Average, which is used to calculate their sewer bill. With the adjusted winter average, the monthly sewer charge was reduced by \$15,142.50. Additionally, District staff applied a credit to the Redwood Acres account in the amount of \$30,285.00 to refund the sewer charges for the months of January and February, 2024, after the leak was repaired and before the Winter Average could be re-calculated. Per District records, the total volume of water leaked over the two-and-a-half-year period is about 16-million-gallons. Repairing this leak will reduce Redwood Acres operating costs by about \$225,000 per year.

In 2023, the District Board adopted a rate study that included an adjustment to the District's rate structure to emphasize and encourage water conservation. This was achieved by reducing the percentage of revenue collected through the base rate and increasing the percentage of revenue collected through volumetric charges. This allows a conservation minded person to reduce their overall bill by reducing their consumption. Another impact of this strategy is that it penalizes water waste. I'm glad to see that this has finally provided the impetus to cause Redwood Acres to address their leaking infrastructure.

Fiscal Impact:

None

Humboldt Community Services District

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AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: April 9, 2024

AGENDA ITEM: F.2 (New Business)

TITLE: Consideration of Selecting a Candidate to Serve as a Regular Special District Member on the Local Agency Formation Commission (LAFCo)

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Motion and roll call vote to cast a vote in the Humboldt LAFCo election for HCSD's Director Benzonelli as a Regular Member Special District Representative, to the Humboldt LAFCo and instruct the Board Secretary to complete the Official Ballot for return to LAFCo offices.

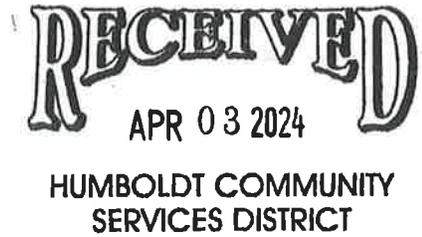
Summary:

At the March 26, 2024 meeting, the HCSD Board nominated Director Benzonelli for election as special district regular member to serve on the LAFCo Board for the 2024-2028 term. As outlined in the attached April 5, 2024 LAFCo correspondence, it is requested that the HCSD Board vote for their preferred candidate.

LAFCo requires the ballots be completed and returned no later than June 7, 2024.

Fiscal Impact:

None



Please note that our address has changed:
****Humboldt LAFCo, 670 9th Street, Suite 5, Arcata, CA 95521****

Date: April 5, 2024
To: Board of Directors of Independent Special Districts
From: Colette Santsche, Executive Officer
Subject: OFFICIAL BALLOT – Independent Special District Election

The term of office for one (1) regular special district member on LAFCo expires on June 30, 2024. All terms are four years and end on June 30. There are no term limits.

Current Special District Terms

Designation	Current Member	Term of Office (ends on June 30)
Regular Member	Debra Lake, Fruitland Ridge Fire Protection District	2020 - 2024
Regular Member	Troy Nicolini, Peninsula Community Services District	2022 - 2026
Alternate Member	Heidi Benzonelli, Humboldt Community Services District	2022 - 2026

The basic process for selecting special district members to LAFCo is set forth in Government Code Section 56332, which provides for a meeting to be convened among representatives from each of the 48 independent special districts in Humboldt County, unless the Executive Officer determines that a meeting is not feasible. Based on Government Code Section 56332, it has been determined that a meeting of this "Independent Special District Selection Committee" for the purpose of selecting special district members is not feasible due to the likelihood that a quorum would not be achieved. As such, both the nominating process and the election itself will be conducted by mail on behalf of the Independent Special District Selection Committee by the LAFCo Executive Officer.

Previously, a request for nominations was sent on January 26, 2024, which provided for the opportunity for independent special district boards to nominate candidates to fill the special district member vacancies. The nomination period ended on March 29, 2024.

Enclosed is an official ballot to elect one candidate to serve as a regular special district member on LAFCo with a term beginning on July 1, 2024 and expiring June 30, 2028.

Please mark selection directly onto the ballot, voting for no more than one (1) candidate. **Ballots must be returned to LAFCo, 670 9th Street, Suite 5, Arcata, CA 95521 on or before 5:00 p.m. on June 7, 2024.**

Your district is encouraged to participate in this election process. For an election to be valid, at least a quorum of the special districts must submit valid ballots. There are 49 independent special districts, therefore a majority vote constitutes 25. The candidate receiving the most votes shall be deemed elected. Any nomination and ballot received by the Executive Officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the Executive Officer shall extend the date to submit ballots by 60 days and notify all districts of the extension.

If you have any questions, please contact LAFCo staff at colettem@humboldtlaaco.org or you can leave a voicemail at (707) 445-7508.

Election Schedule

LAFCo call for nominations letter mailed	Friday, January 26, 2024
Nominations due to LAFCo	By 5:00 p.m., Friday, March 29, 2024
Ballots mailed from LAFCo via certified mail	No later than Friday, April 5, 2024
Election Day – Ballots due to LAFCo	By 5:00 p.m., Friday, June 7, 2024
Election results mailed from LAFCo	No later than Friday, June 14, 2024

Independent Special Districts

Big Lagoon Community Services District	Arcata Fire Protection District
Briceland Community Services District	Blue Lake Fire Protection District
Carlotta Community Services District	Briceland Fire Protection District
Fieldbrook-Glendale Community Services District	Bridgeville Fire Protection District
Humboldt Community Services District	Ferndale Fire Protection District
Loleta Community Services District	Fruitland Ridge Fire Protection District
Manila Community Services District	Garberville Fire Protection District
McKinleyville Community Services District	Humboldt No. 1 Fire Protection District
Miranda Community Services District	Kneeland Fire Protection District
Orick Community Services District	Myers Flat Fire Protection District
Orleans Community Services District	Petrolia Fire Protection District
Palmer Creek Community Services District	Redway Fire Protection District
Patrick Creek Community Services District	Rio Dell Fire Protection District
Peninsula Community Services District	Salmon Creek Fire Protection District
Phillipsville Community Services District	Telegraph Ridge Fire Protection District
Redway Community Services District	Willow Creek Fire Protection District
Riverside Community Services District	
Scotia Community Services District	Humboldt Bay Harbor, Recreation and Conservation District
Weott Community Services District	Humboldt County Resource Conservation District
Westhaven Community Services District	North Humboldt Recreation and Park District
Willow Creek Community Services District	Southern Humboldt Community Healthcare District
Alderpoint County Water District	Fortuna Cemetery District
Hydesville County Water District	Petrolia Cemetery District
Jacoby Creek County Water District	
Humboldt Bay Municipal Water District	
Garberville Sanitary District	
Resort Improvement District No. 1	



OFFICIAL BALLOT
INDEPENDENT SPECIAL DISTRICT ELECTION
REGULAR MEMBER

Mark selection directly onto the ballot, voting for no more than one (1) candidate. Ballots must be returned to the LAFCo office at 670 9th Street, Suite 5, Arcata, CA 95521 on or before 5:00 p.m. on June 7, 2024.

Name of District: _____

Address: _____

Telephone: _____

Please vote for one of the following candidates for REGULAR special district member:

HEIDI BENZONELLI
Sponsor: Humboldt Community Services District

DAVID COUCH
Sponsor: McKinleyville Community Services District

The Board hereby selects the above candidate to fill the term beginning on July 1, 2024 and expiring on June 30, 2028, as a regular special district member of the Humboldt Local Agency Formation Commission.

Board action taken on the _____ day of _____, 2024, by the following vote:

AYES: _____

NOSE: _____

ABSTAIN: _____

ABSENT: _____

DISTRICT REPRESENTATIVE:

Signature

Printed Name / Title