



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

**AGENDA**

**DATE:** Tuesday, May 9, 2023

**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 May 9, 2023 Agenda

*Pgs 1-2*

2. Approval of Minutes of the Regular Meeting of April 25, 2023

*Pgs 3-5*

**D. REPORTS**

1. General Manager

a) District Update

*Pgs 7-8*

2. Engineering Department

a) Engineering Status

*Pg 9*

3. Superintendent

a) March 2023 Operations/Maintenance

*Pg 11*

b) April 2023 Construction Operations

*Pg 13*

#### 4. Finance Department

- a) March 2023 Budgetary Statement
- b) April 2023 Check Register

*Pgs 15-24*  
*Pgs 25-33*

#### 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. NON-AGENDA**

### **G. NEW BUSINESS**

- 1. Consideration of Appointing an AdHoc Committee to Assist with Fiscal Year 2023/2024 Employee Wage and Benefit Negotiations

*Pg 35*

### **H. OLD BUSINESS**

### **I. ADJOURNMENT**

Next Res: 2023-05  
Next Ord: 2023-01

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 5:00 p.m. on Tuesday, April 25, 2023, at 5055 Walnut Drive, Eureka, California with public participation available via Zoom tele/video conference.

**A. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 5:04 p.m. Present upon roll call were Directors Benzonelli, Gardiner, Hansen, Matteoli, and Ryan. Staff in attendance: General Manager Williams (GM), and Assistant Engineer Adams (AE). Special Legal Counsel Colantuono was also present.

**B. PLEDGE OF ALLEGIANCE**

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

**C. CONSENT CALENDAR**

1. Approval of the April 25, 2023 Agenda
2. Approval of Minutes of the Regular Meeting of April 11, 2023

Public Comment: None

DIRECTOR GARDINER MOVED, DIRECTOR HANSEN SECONDED, TO ACCEPT AND APPROVE THE APRIL 25, 2023 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) District Update
    - Rate Study Update – GM summarized the six-page report responding to Director Gardiner’s included three-page memo addressing various elements of the rate study process. Director Gardiner expressed appreciation for the detailed comments and the time taken to compile the information. Discussion emphasized that securing loans for projects eliminates any possibility of receiving grant funding.
2. Engineering
  - a) Engineering Status
    - Sewer Pre-treatment Device Inspections – 10 of the 45 biannually inspected devices are complete.

- Private Projects Within the District – Since the last update in February, staff has responded to 177 USA notifications, 83% of which required research as well as marking of District infrastructure with most initiated by PGE. Humboldt County Building has referred 15 permit applications for review wherein most involve ADU interest. To assist response to customer inquiries, staff implemented a form to collect preliminary information which has improved efficiency.

## 6. Director Reports

- Director Gardiner expressed appreciation for the assistance office staff provided involving inspection of a property without water service.
- Director Benzonelli reported on the RREDC meeting attended the evening prior wherein Neal Latt of HBMWD provided an update on the McNamara & Peepe Lumber Mill Soil and Groundwater Monitoring Cleanup. HBMWD continues to pressure for EPA involvement.

On May 3 from 11 a.m. to 4:30 p.m. the Jefferson Community Center will host a Digital Equity Community Exchange event which is part of the state process to discuss allocated broad band funding for low-income elders, families, and children.

May 10-12 Scotia will host a three-day event by Power California who deals with ocean, wind, and energy solutions. There will be a local workforce panel addressing the desire for trained locals to work on upcoming projects.

## E. PUBLIC PARTICIPATION

Director Benzonelli advised of an email received from J.A. Savage advising she was unable to attend the meeting and requesting Director Benzonelli share the comments of support for the new rates and investment in aging infrastructure and would like to see more incentive for conservation in the future.

## H. OLD BUSINESS

1. Reconsideration of Appointment of an AdHoc Committee to Assist with City of Eureka Contract Negotiations

At 5:25 p.m. Director Hansen recused himself from the next two items due to his employment with the City of Eureka as its Wastewater Treatment Plant Public Works Director.

GM advised the matter was continued to the April 25 meeting to include Director Matteoli in the selection process. Director Ryan advised that in the spirit of transparency it is important to disclose personal relationships with City Council Members Bolton and Castellano, thus, does not believe she should be considered for the appointment.

IT WAS THEN MOVED BY DIRECTOR BENZONELLI, SECONDED BY DIRECTOR GARDINER, TO ADD DIRECTOR MATTEOLI TO THE ADHOC COMMITTEE TO ASSIST WITH CITY OF EUREKA CONTRACT NEGOTIATIONS.

PUBLIC COMMENT: None

MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

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

AT 5:29 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, MATTEOLI, RYAN  
NOES: NONE  
RECUSED: HANSEN  
ABSENT: NONE

## I. CLOSED SESSION

1. CONFERENCE WITH SPECIAL LEGAL COUNSEL – INITIATION OF LITIGATION  
Pursuant to Government Code §54956.9(d)(4): One potential case

The Board returned from closed session at 6:32 p.m. wherein the GM advised there was no reportable action taken by the Board.

## J. ADJOURNMENT

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

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

THE BOARD ADJOURNED ITS REGULAR MEETING OF APRIL 25, 2023 AT 6:33 P.M.

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Submitted, Board Secretary



# Humboldt Community Services District

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*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: May 5, 2023  
SUBJECT: General Manager Report for May 9, 2023 Board Meeting

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### South Broadway Forcemain

The design and planning for the South Broadway Forcemain project is progressing. We anticipate seeing a preliminary opinion of probable cost for this project by the end of this month. I have initiated conversations with CalOES and FEMA to consider a funding increase which will be based on the opinion of probable cost. I have also initiated conversations with Regional Waterboard Clean Water State Revolving Fund folks to determine if they consider us eligible for grant funding for the construction phases of this project. In 2023, eligible communities have a population less than 20,000 and a median household income less than \$67,000. The District meets these conditions.

Humboldt Community Services District encompasses several "census designated places" including Myrtle town, King Salmon, Cutten, Rosewood, Pine Hill and Humboldt Hill along with populated spaces in between. Some of these census designated places, like King Salmon are completely served by the District, others, like Rosewood, are only partially served by the District and partially served by the City. Then there are areas like Freshwater that do not receive sewer services. There are various processes that people use to determine the population of a District like ours. Depending on the methods used, the population estimate varies from 19,000 to almost 30,000. I believe that the population that receives wastewater services from HCSD is less than 16,325 but I need the Waterboard to agree.

Then there is the matter of income. The median income cutoff for eligibility is \$67,000. As with population, there are several ways that people determine median household income. The estimates for Humboldt CSD range from 64,000 to 72,000. I firmly believe that the actual median household income of the people that receive wastewater services from the District is less than \$67,000, but again I need the folks at the Regional Board to agree. I can be fairly convincing and so I think we have a shot.

The performance period for the CalOES administered FEMA grant associated with the South Broadway Forcemain Project is 36-months. The grant was awarded on June 21, 2022 so I would expect to have until June 20, 2025 to complete the project. The District has never received a FEMA grant before so shortly after the grant was awarded, a representative from CalOES contacted me to discuss procurement because many public agencies get this wrong and end up in hot water with FEMA. Our procurement process was slightly out of the ordinary for CalOES and FEMA so I was asked to wait for approval before proceeding. Six months went by before I finally received approval to proceed; that was in December.

In January, I was required to post a quarterly report. The CalOES reviewer required me to apply a schedule to the project, task by task. At the time we had just been given approval to proceed so the engineering firm had not developed a schedule yet. I wrote down a schedule that was simply based on the time it would take to

## General Manager's Report to the Board of Directors for May 9, 2023 Board Meeting

complete the various tasks without consideration of the seasons (wet and dry seasons are critical for observations regarding coastal permits and wetlands etc.) and the order of operations.

Between January and March, I worked with SHN to establish project scope, develop a schedule and start on the opinion of probable cost and the permitting process. In April I was required to submit another quarterly report. I really felt good about it, I updated the schedule with realistic dates, I provided meaningful information regarding our progress to date and I submitted the report on time. The reviewer rejected the update. She emailed me that the update needs to include a work schedule that does not include any dates after January 2, 2025. That's less than 30-months after the award letter was written. The project was supposed to have a 36-month performance period and CalOES held up our progress for six months.

So, I requested a meeting with CalOES staff. The reviewer, her manager and that person's manager all came to the meeting. I explained my point of view. I was told to write a schedule that starts at the award date, ends on January 2, 2025 and shows that we are behind schedule so that CalOES can submit it to FEMA. I will be writing in the comments that CalOES required me to do this and that CalOES held up our schedule and that CalOES also shortened our schedule by six months (from the 36-month performance period). I asked during the meeting if this would be acceptable. I was told that it is. We will be allowed to apply for a time extension after October 2, 2024.

### **Earthquake Recovery**

The December 20, 2022 earthquake and January 1, 2023 aftershock caused a lengthy power outage and damage to District infrastructure. Through staff efforts, we were awarded \$29,215.73 to assist with the cost of responding to the power outages and immediate threats on the day of the earthquake and aftershock. Additionally, the District was awarded \$876,408.23 to assist with the costs associated with damaged infrastructure. Now we need to initiate a project and make the repairs.

### **City of Eureka Wastewater Agreement**

The District appointed an Ad Hoc committee to assist with negotiations with the City of Eureka regarding the Wastewater Agreement. The committee consists of Director Benzonelli and Director Matteoli. On May 2, the City also appointed a committee that consists of Council Members Scott Bauer and Leslie Castellano. Since then we have been working to schedule a kickoff meeting between our agencies. This meeting will mark the first time in over a decade that elected officials from the two agencies have met together.

# Humboldt Community Services District

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## Engineering Memorandum

**TO:** Board of Directors

**FROM:** Benjamin Adams, Assistant Engineer

**DATE:** May 5, 2023

**SUBJECT:** Brier Lane Water Storage Tank Rehabilitation Project Status Report for May 9, 2023 Board Meeting

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### Brier Lane Tank Rehabilitation Project

Engineering Staff are coordinating with Harper and Associates Engineering (Harper and Associates) and Farr Construction Corporation dba Resource Development Company (Farr Construction) to facilitate the Brier Lane Water Storage Tank Rehabilitation Capital Improvement Project (Project).

Harper and Associates, who specializes in water storage system rehabilitation, metal coatings, tank structures and corrosion resistance, assisted the District with design and contractor qualification, and will be performing quality assurance and design compliance inspections throughout the Project. Farr Construction was selected through the construction bidding process in January, and will be performing the physical tank rehabilitation including structural repair/improvement, worker safety updates for CalOSHA compliance, metal refinishing and tank coating. The construction performance period for the Project will run from May 15<sup>th</sup> through September 29<sup>th</sup> of this year.

The Brier Lane Tank was inspected in February of 2022, and information gathered by the inspection team was used to design the rehabilitation of the tank. Project scope includes sandblasting and recoating the interior and exterior surfaces, structural repairs, installation of fall protection systems, fabrication and installation of a new roof hatch, vent modifications, overflow piping reconfiguration and installation of a new catch basin, installation of a new exterior water level indicator, installation of a new galvanic cathodic protection system, and post construction interior surface disinfection.

After rehabilitation work has been completed in accordance with the design documents and to the satisfaction of the Project quality assurance inspector, the tank will be returned to service according to American Water Works Association (AWWA) Standard C652, Disinfection of Water-Storage Facilities.

The Brier Lane Tank operates in parallel with the Dana Lane Tank to serve Myrtle town, Mitchell Heights, Lower Pigeon Point, and Freshwater distribution areas. The parallel configuration of these tanks allows for uninterrupted water service to ratepayers in these areas without requiring the installation of a temporary water storage system, as was necessary during the Ridgewood Tank Rehabilitation Project.

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# Humboldt Community Services District

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## **BOARD MEMORANDUM**

To: H.C.S.D. Board of Directors  
From: Tim Latham, District Superintendent  
Date: May 4, 2023  
Subject: March 2023 Operations/Maintenance Report

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The Operations/Maintenance Department was busy in March with a variety of projects. In addition to the standard operation and maintenance of District facilities, crews continued to do station maintenance and assisted with customer service. All of the stationary and portable generators were tested in order to ensure proper operation in the time of need.

General business included cleaning 1,135 feet of sewer main line in the Myrtle town area, filming 120 feet of sewer main line and 97 feet of sewer lateral line all in various areas throughout the District, cleaning sewer wet wells at the Hoover Street, Edgewood Road, Wellington Street, Maple Lane, Beechwood Drive, Pine Hill Road, "D" Street, Bailey Street, Artino Street, Hidden Meadows, Spruce Street, South Broadway, Fields Landing, Perch Street, Buhne Drive, and King Salmon sewer lift stations, raising a sewer cleanout to grade on Trinity Street, painting the Allard Street sewer flow meter panel, continued work related to the Blackberry Street SLS Rehabilitation Project, responding to power outages in the King Salmon and Cutten areas, and continued preparations for multiple upcoming Capital Improvement Projects.

On March 14, 2023, the District was notified of a sewer spill on Park Street in the Myrtle town area. Approximately 200 gallons intermittently spilled from a manhole due to high flows from the storm event. Crews were able to utilize the Vac-con trucks to control the situation and prevent further overflowing until the high flows subsided. All required notification and reporting were completed.

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# Humboldt Community Services District

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## **BOARD MEMORANDUM**

To: H.C.S.D. Board of Directors  
From: Tim Latham, District Superintendent  
Date: May 4, 2023  
Subject: April 2023 Construction Operations Report

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General business for the month of April included water service line leak repairs on Myrtle Avenue and Aldo Court, a water service line replacement due to a leak on Park Street, water main line leak repairs on Allard Street, “E” Street, two on Walnut Drive and another at the intersection of Walnut Drive and Campton Road, replacing broken angle meter stops on Ridgewood Drive, Madison Avenue and West Avenue in Fields Landing, repairing a fire hydrant on Pigeon Point Road, hot paving trench lines in the Myrtle town area, relocating a water service line on Highland Circle, and completing a hot tap on a water main line on Moore Avenue.

Other business included performing vehicle and equipment maintenance, water meter reading, customer service orders, landscape maintenance, and continued construction on the sidewalks and parking area in front of the District office as part of the District Office ADA Improvement Project.

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

**March 2023**

	Budgeted 2022-23	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance	Note
<b>OPERATING REVENUE</b>							
Metered Water Sales	5,449,000	434,437	3,921,117	4,086,750	(165,633)	(4.1)	
Water Charges - Pass Through	-	-	-	-	-	-	
Sewer Service Charges	5,280,000	435,131	3,918,262	3,960,000	(41,738)	(1.1)	
Sewer Service Charges - Pass Through	1,500,000	129,700	1,171,760	1,125,000	46,760	4.2	
Water & Sewer Construction Fees	47,000	-	25,909	35,250	(9,341)	(26.5)	
Account Fees	35,000	10,521	53,971	26,250	27,721	105.6	
Reimbursable Maintenance Fees	1,000	(25)	-	750	(750)	(100.0)	1
Miscellaneous	2,000	475	1,518	1,500	18	1.2	1
<b>TOTAL OPERATING REVENUE</b>	<b>12,314,000</b>	<b>1,010,239</b>	<b>9,092,687</b>	<b>9,235,500</b>	<b>(142,813)</b>	<b>(1.5)</b>	
<b>NON-OPERATING REVENUE</b>							
Capital Connection Fees	180,000	8,478	85,821	135,000	(49,179)	(36.4)	1
Interest/General	30,000	-	-	22,500	(22,500)	(100.0)	1
Discounts Earned	2,000	40	1,146	1,500	(354)	(23.6)	1
Sales: Fixed Assets/Scrap Metal	15,700	-	43	11,775	(11,732)	(99.6)	1
Bad Debt Recovery	10,000	-	699	7,500	(6,801)	(90.7)	1
Property Taxes & Assessments	354,000	-	-	265,500	(265,500)	(100.0)	1
Insurance Rebate	20,000	-	-	15,000	(15,000)	(100.0)	1
Other Non-Operating Revenue	-	-	237	-	237	-	
<b>TOTAL NON-OPERATING REVENUE</b>	<b>611,700</b>	<b>8,519</b>	<b>87,947</b>	<b>458,775</b>	<b>(370,828)</b>	<b>(80.8)</b>	1
<b>TOTAL DISTRICT REVENUE</b>	<b>12,925,700</b>	<b>1,018,758</b>	<b>9,180,634</b>	<b>9,694,275</b>	<b>(513,641)</b>	<b>(5.3)</b>	
<b>OPERATING EXPENSES</b>							
Wages Direct	1,635,000	117,848	1,118,616	1,226,250	107,634	8.8	
Benefits: PERS	503,000	40,154	369,757	377,250	7,493	2.0	
Group Ins	1,235,000	83,020	764,564	926,250	161,686	17.5	
Workers Comp Ins	23,500	4,939	20,476	17,625	(2,851)	(16.2)	2
FICA/Medicare	117,000	9,074	86,674	87,750	1,076	1.2	
Misc Benefits	500	40	460	375	(85)	(22.7)	2
<b>Total Wages and Benefits</b>	<b>3,514,000</b>	<b>255,076</b>	<b>2,360,548</b>	<b>2,635,500</b>	<b>274,952</b>	<b>10.4</b>	
Less: wages & ben charged to Capital Proj.	(175,676)	(17,435)	(211,244)	(131,757)	79,487	(60.3)	
<b>Total Operating Wages and benefits</b>	<b>3,338,324</b>	<b>237,642</b>	<b>2,149,304</b>	<b>2,503,743</b>	<b>354,439</b>		
Water Purchase HBMWD	1,075,000	86,887	794,287	806,250	11,963	1.5	
Water Purchase Eureka	810,000	64,156	617,458	607,500	(9,958)	(1.6)	
Sewage Treatment Operations & Maint.	1,495,000	134,733	1,212,597	1,121,250	(91,347)	(8.1)	
Water/Sewer Analysis	15,000	-	9,043	11,250	2,207	19.6	
Supplies/ Construction	159,500	14,547	103,123	119,625	16,502	13.8	
Supplies/ Office-Administration	15,000	2,337	11,992	11,250	(742)	(6.6)	
Supplies/ Engineering	2,500	-	527	1,875	1,348	71.9	
Supplies/ Maintenance	100,000	3,099	47,849	75,000	27,151	36.2	
Invoicing	57,000	6,065	41,391	42,750	1,359	3.2	
Temporary Labor	61,200	15,972	85,854	45,900	(39,954)	(87.0)	3
Repairs & Maintenance/Trucks	55,000	4,652	40,099	41,250	1,151	2.8	
Equipment Rental	5,000	-	-	3,750	3,750	100.0	
Building & Grounds Maintenance	30,000	2,073	21,453	22,500	1,047	4.7	
Electrical Power	295,800	31,117	267,854	221,850	(46,004)	(20.7)	4
Street Lights	70,000	2,276	55,104	52,500	(2,604)	(5.0)	4
Telephone	18,000	1,222	10,803	13,500	2,697	20.0	
Postage	3,000	1	2,521	2,250	(271)	(12.0)	5
Freight	500	37	4,503	375	(4,128)	(1,100.8)	6
Chemicals	10,000	-	8,008	7,500	(508)	(6.8)	
Liability Insurance	62,000	-	81,315	46,500	(34,815)	(74.9)	7

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

**March 2023**

	Budgeted 2022-23	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance	Note
Legal	70,000	1,213	35,882	52,500	16,618	31.7	
Accounting	13,000	500	16,603	9,750	(6,853)	(70.3)	8
Engineering	1,000	-	570	750	180	24.0	12
Other Professional Services	118,000	1,760	9,041	88,500	79,459	89.8	
Bank Service Charges	28,000	478	14,138	21,000	6,862	32.7	
Transportation	75,738	5,455	53,064	56,804	3,740	6.6	
Office Equip. Maintenance	7,000	559	2,345	5,250	2,905	55.3	
Computer Software Maintenance	45,000	135	29,274	33,750	4,476	13.3	
Memberships & Subscriptions	24,800	-	20,820	18,600	(2,220)	(11.9)	9
Bad Debts & Minimum Balance Writeoff	50,000	-	175	37,500	37,325	99.5	
Conference & Continuing Ed	34,500	-	10,321	25,875	15,554	60.1	
Certifications	3,500	822	2,633	2,625	(8)	(0.3)	
State/County & LAFCO Fees and Charges	40,000	-	34,570	30,000	(4,570)	(15.2)	10
Hydraulic Water Model Maintenance	6,000	-	-	4,500	4,500	100.0	
Elections Expense	15,000	-	-	11,250	11,250	100.0	
Human Resources	21,000	225	5,044	15,750	10,706	68.0	
Miscellaneous	12,000	720	7,917	9,000	1,083	12.0	
Director's Fees	16,000	950	9,050	12,000	2,950	24.6	
<b>TOTAL OPERATING EXPENSES</b>	<b>8,258,362</b>	<b>619,633</b>	<b>5,816,530</b>	<b>6,193,772</b>	<b>377,242</b>	<b>6.1</b>	
<b>LONG TERM DEBT PAYMENTS</b>							
Safe Drinking Water Bond	177,429	88,738	88,738	133,072	44,334	33.3	11
2012 CIP & Refi.	203,766	-	203,766	152,825	(50,941)	(33.3)	11
Davis-Grunsky Loan	6,049	-	5,838	4,537	(1,301)	(28.7)	11
VacCon Truck Loan	117,441	-	117,441	88,081	(29,360)	(33.3)	11
2014 Wastewater Revenue Bonds	484,175	-	134,588	363,131	228,544	62.9	11
New Long-Term Debt	(340,000)	-	-	(255,000)	(255,000)	100.0	11
<b>TOTAL LONG TERM DEBT PAYMENTS</b>	<b>648,860</b>	<b>88,738</b>	<b>550,370</b>	<b>486,645</b>	<b>(63,725)</b>	<b>(13.1)</b>	<b>11</b>
<b>CAPITALIZED EXPENDITURES</b>							
Vehicles, Rolling Stock & Equipment	340,000	-	46,241	255,000	208,759	81.9	
Building, Yard & Paving Improvements	94,000	7,044	79,885	70,500	(9,385)	(13.3)	
Capital Improvements Water	1,617,700	11,316	344,338	1,213,275	868,937	71.6	
Capital Improvements Sewer	865,000	4,454	109,680	648,750	539,070	83.1	
Engineering & Studies	-	7,150	50,781	-	(50,781)	-	12
District Design Standards	-	-	1,840	-	(1,840)	-	
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>2,916,700</b>	<b>29,964</b>	<b>632,766</b>	<b>2,187,525</b>	<b>1,554,759</b>	<b>71.1</b>	
<b>OTHER</b>							
City of Eureka Projects:							
Treatment Plant	1,135,000	-	-	851,250	851,250	100.0	
<b>TOTAL City of Eureka Projects</b>	<b>1,135,000</b>	<b>-</b>	<b>-</b>	<b>851,250</b>	<b>851,250</b>	<b>100.0</b>	
Interfund Transfers In	-	-	-	-	-	-	
Interfund Transfers Out	-	-	-	-	-	-	
<b>BUDGET SURPLUS (DEFICIT)</b>	<b>(33,222)</b>	<b>280,423</b>	<b>2,180,969</b>	<b>(24,917)</b>	<b>2,205,885</b>	<b>8,853.1</b>	

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

**March 2023**

	Budgeted 2022-23	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to Date	Y.T.D. Variance Actual to Budget	% Variance
<b>OPERATING REVENUE &amp; EXPENSES</b>						
TOTAL OPERATING REVENUE	12,314,000	1,010,239	9,092,687	9,235,500	(142,813)	(1.5)
TOTAL OPERATING EXPENSES	(8,258,362)	(619,633)	(5,816,530)	(6,193,772)	377,242	6.1
NET SURPLUS/(DEFICIT) FROM OPERATIONS	4,055,638	390,606	3,276,158	3,041,729	234,429	7.7
<b>NON-OPERATING REVENUE &amp; EXPENSES</b>						
TOTAL NON-OPERATING REVENUE	611,700	8,519	87,947	458,775	(370,828)	(80.8)
TOTAL LONG TERM DEBT SERVICE	(648,860)	(88,738)	(550,370)	(486,645)	(63,725)	(13.1)
SURPLUS/(DEFICIT) BEFORE CAPITAL EXPENDITURES	4,018,478	310,387	2,813,735	3,013,859	(72,674)	(2.4)
HCSD CAPITAL IMPROVEMENT EXPENDITURES	(2,916,700)	(29,964)	(632,766)	(2,187,525)	1,554,759	71.1
CITY of EUREKA PROJECT REIMBURSEMENT	(1,135,000)	-	-	(851,250)	851,250	100.0
NEW DEBT ISSUE						
NET INTERFUND TRANSFERS IN/OUT		-	-			
BUDGET SURPLUS (DEFICIT)	<u>(33,222)</u>	<u>280,423</u>	<u>2,180,969</u>	<u>(24,917)</u>	<u>2,205,885</u>	<u>8,853.1</u>

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

**March 2023**

	Budgeted 2022-23	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
<b>OPERATING REVENUE</b>						
Metered Water Sales	5,449,000	434,437	3,921,117	4,086,750	(165,633)	(4.1)
Water Pass Through	-	-	-	-	-	-
Water Construction Fees	35,000	-	25,875	26,250	(375)	(1.4)
Account Fees	19,950	5,997	30,763	14,963	15,801	105.6
Inspection Fees	-	-	-	-	-	-
Reimbursable Maintenance Fees	800	(25)	-	600	(600)	(100.0)
Miscellaneous	1,000	404	777	750	27	3.5
<b>TOTAL OPERATING REVENUE</b>	<b>5,505,750</b>	<b>440,813</b>	<b>3,978,532</b>	<b>4,129,313</b>	<b>(150,780)</b>	<b>(3.7)</b>
<b>NON-OPERATING REVENUE</b>						
Water Capital Connection Fees	90,000	6,953	62,727	67,500	(4,773)	(7.1)
Interest/General	23,547	-	-	17,660	(17,660)	(100.0)
Discounts Earned	1,280	23	653	960	(307)	(32.0)
Sales:Fixed Assets/Scrap Metal	8,844	-	24	6,633	(6,609)	(99.6)
Bad Debt Recovery	5,700	-	399	4,275	(3,876)	(90.7)
FW/MR Assessment	4,000	-	-	3,000	(3,000)	(100.0)
Other Non-Operating Revenue	-	-	-	-	-	-
<b>TOTAL NON-OPERATING REVENUE</b>	<b>133,371</b>	<b>6,976</b>	<b>63,803</b>	<b>100,028</b>	<b>(36,225)</b>	<b>(36.2)</b>
<b>TOTAL DISTRICT REVENUE</b>	<b>5,639,121</b>	<b>447,789</b>	<b>4,042,335</b>	<b>4,229,341</b>	<b>(187,005)</b>	<b>(4.4)</b>
<b>OPERATING EXPENSES</b>						
Wages Direct	768,450	48,437	502,948	576,338	73,389	12.7
Wages & Benefits: Allocated	623,298	49,017	443,571	467,474	23,903	5.1
Benefits: PERS	181,080	7,187	72,072	135,810	63,738	46.9
Group Ins	382,850	22,547	239,633	287,138	47,504	16.5
Workers Comp Ins	12,690	2,772	11,359	9,518	(1,841)	(19.3)
FICA/Medicare	54,990	3,697	38,451	41,243	2,792	6.8
Misc Benefits	-	-	-	-	-	-
<b>Total Wages and Benefits</b>	<b>2,023,358</b>	<b>133,657</b>	<b>1,308,033</b>	<b>1,517,519</b>	<b>209,485</b>	<b>13.8</b>
Less: wages & ben charged to Capital Proj.	(130,000)	(6,616)	(117,025)	(97,500)	19,525	(20.0)
<b>Total Operating Wages and benefits</b>	<b>1,893,358</b>	<b>127,041</b>	<b>1,191,009</b>	<b>1,420,019</b>	<b>229,010</b>	<b>16.1</b>
Water Purchase HBMWD	1,075,000	86,887	794,287	806,250	11,963	1.5
Water Purchase Eureka	810,000	64,156	617,458	607,500	(9,958)	(1.6)
Water Analysis	7,500	-	9,043	5,625	(3,418)	(60.8)
Supplies/ Construction	118,030	10,198	81,899	88,523	6,624	7.5
Supplies/Office-Administration	4,500	958	5,876	3,375	(2,501)	(74.1)
Supplies/ Engineering	1,425	-	299	1,069	770	72.1
Supplies/ Maintenance	50,000	1,666	27,693	37,500	9,807	26.2
Temporary Labor	31,744	9,104	48,937	23,808	(25,129)	(105.5)
Repairs & Maintenance/Trucks	30,800	2,652	22,095	23,100	1,005	4.3
Equipment Rental	3,700	-	-	2,775	2,775	100.0
Building & Grounds Maintenance	1,800	292	2,655	1,350	(1,305)	(96.7)
Electrical Power	162,690	16,551	159,357	122,018	(37,339)	(30.6)
Telephone	5,760	-	-	4,320	4,320	100.0
Postage	1,290	1	206	968	761	78.7
Freight	285	-	44	214	170	79.4
Chemicals	10,000	-	8,008	7,500	(508)	(6.8)
Engineering	390	-	325	293	(33)	(11.1)
Other Professional Services	23,600	-	-	17,700	17,700	100.0
Transportation	43,171	3,109	30,246	32,378	2,132	6.6
Office Equip. Maintenance	1,050	173	282	788	506	64.3
Computer Software Maintenance	21,600	-	15,822	16,200	378	2.3
Memberships & Subscriptions	1,488	-	1,402	1,116	(286)	(25.6)
Bad Debts & Minimum Balance Writeoff	28,500	-	100	21,375	21,275	99.5
Conference & Continuing Ed	12,075	-	1,325	9,056	7,731	85.4
Certifications	1,050	80	411	788	376	47.8
State/County & LAFCO Fees and Charges	13,600	-	28,527	10,200	(18,327)	(179.7)
Hydraulic Water Model Maintenance	6,000	-	-	4,500	4,500	100.0

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

**March 2023**

	Budgeted 2022-23	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
Human Resources	8,190	-	-	6,143	6,143	100.0
Miscellaneous	2,640	-	68	1,980	1,912	96.6
General & Admin Expense Allocation	262,094	10,307	166,722	196,571	29,848	15.2
<b>TOTAL OPERATING EXPENSES</b>	<b>4,633,330</b>	<b>333,174</b>	<b>3,215,137</b>	<b>3,474,998</b>	<b>259,861</b>	<b>7.5</b>
<b>LONG TERM DEBT PAYMENTS</b>						
Safe Drinking Water Bond	177,429	88,738	88,738	133,072	44,334	33.3
2012 CIP & Refi.	26,166	-	-	19,625	19,625	100.0
Davis-Grunsky Loan	6,049	-	5,838	4,537	(1,301)	(28.7)
<b>TOTAL LONG TERM DEBT PAYMENTS</b>	<b>209,644</b>	<b>88,738</b>	<b>94,576</b>	<b>157,233</b>	<b>62,657</b>	<b>39.9</b>
<b>CAPITALIZED EXPENDITURES</b>						
Vehicles/Rolling Stock/Capital Equipment	-	-	-	-	-	-
Building & Yard Improvements	-	-	-	-	-	-
Capital Improvements Water Engineering & Studies	1,617,700	11,316	304,770	1,213,275	908,505	74.9
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>1,617,700</b>	<b>11,316</b>	<b>304,770</b>	<b>1,213,275</b>	<b>908,505</b>	<b>74.9</b>
INTERFUND TRANSFERS IN	-	-	-	-	-	-
<b>BUDGET SURPLUS (DEFICIT)</b>	<b>(821,553)</b>	<b>14,561</b>	<b>427,853</b>	<b>(616,165)</b>	<b>1,044,018</b>	<b>169.4</b>

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

**March 2023**

	Budgeted 2022-23	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
<b>OPERATING REVENUE</b>						
Sewer Service Charges	5,280,000	435,131	3,918,262	3,960,000	(41,738)	(1.1)
Sewer Service Charges - Pass Through	1,500,000	129,700	1,171,760	1,125,000	46,760	4.2
Sewer Construction Fees	12,000	-	34	9,000	(8,966)	(99.6)
Account Fees	15,050	4,524	23,207	11,288	11,920	105.6
Inspection Fees	-	-	150	-	150	-
Reimbursable Maintenance Fees	200	-	-	150	(150)	(100.0)
Miscellaneous	1,000	71	119	750	(631)	(84.1)
<b>TOTAL OPERATING REVENUE</b>	<b>6,808,250</b>	<b>569,426</b>	<b>5,113,533</b>	<b>5,106,188</b>	<b>7,346</b>	<b>0.1</b>
<b>NON-OPERATING REVENUE</b>						
Sewer Capital Connection Fees	90,000	1,526	23,094	67,500	(44,406)	(65.8)
Interest/General	6,453	-	-	4,840	(4,840)	(100.0)
Discounts Earned	720	17	493	540	(47)	(8.7)
Sales: Fixed Assets/Scrap Metal	6,856	-	18	5,142	(5,124)	(99.6)
Bad Debt Recovery	4,300	-	301	3,225	(2,924)	(90.7)
Other Non-Operating Revenue	-	-	-	-	-	-
<b>TOTAL NON-OPERATING REVENUE</b>	<b>108,329</b>	<b>1,543</b>	<b>23,906</b>	<b>81,247</b>	<b>(57,341)</b>	<b>(70.6)</b>
<b>TOTAL DISTRICT REVENUE</b>	<b>6,916,579</b>	<b>570,969</b>	<b>5,137,439</b>	<b>5,187,434</b>	<b>(49,995)</b>	<b>(1.0)</b>
<b>OPERATING EXPENSES</b>						
Wages Direct	474,150	35,227	313,698	355,613	41,914	11.8
Wages & Benefits: Allocated	623,297	49,017	443,571	467,473	23,902	5.1
Benefits: PERS	115,690	4,892	44,336	86,768	42,432	48.9
Group Ins	234,650	18,328	152,974	175,988	23,014	13.1
Workers Comp Ins	7,755	1,612	6,749	5,816	(933)	(16.0)
FICA/Medicare	35,100	2,689	24,039	26,325	2,286	8.7
Misc Benefits	-	-	-	-	-	-
<b>Total Wages and Benefits</b>	<b>1,490,642</b>	<b>111,766</b>	<b>985,366</b>	<b>1,117,982</b>	<b>132,615</b>	<b>11.9</b>
Less: wages & ben charged to Capital Proj.	(45,676)	(1,165)	(27,072)	(34,257)	(7,185)	21.0
<b>Total Operating Wages and benefits</b>	<b>1,444,966</b>	<b>110,601</b>	<b>958,295</b>	<b>1,083,725</b>	<b>125,430</b>	<b>11.6</b>
Sewage Treatment: Operating & Maint.	1,495,000	134,733	1,212,597	1,121,250	(91,347)	(8.1)
Sewer Analysis	7,500	-	-	5,625	5,625	100.0
Supplies/ Construction	41,470	4,349	21,224	31,103	9,878	31.8
Supplies/ Office-Administration	4,500	722	4,433	3,375	(1,058)	(31.3)
Supplies/ Engineering	1,075	-	225	806	581	72.1
Supplies/ Maintenance	50,000	1,433	20,156	37,500	17,344	46.3
Temporary Labor	19,456	6,868	36,917	14,592	(22,325)	(153.0)
Repairs & Maintenance/Trucks	24,200	2,000	18,004	18,150	146	0.8
Equipment Rental	1,300	-	-	975	975	100.0
Building & Grounds Maintenance	1,500	220	2,003	1,125	(878)	(78.0)
Electrical Power	70,992	7,902	51,774	53,244	1,470	2.8
Telephone	2,880	-	-	2,160	2,160	100.0
Postage	960	0	170	720	550	76.5
Freight	215	15	4,437	161	(4,276)	(2,651.8)
Legal	-	-	-	-	-	-
Engineering	100	-	245	75	(170)	(226.9)
Other Professional Services	23,600	1,760	2,279	17,700	15,421	87.1
Transportation	32,567	2,346	22,817	24,425	1,608	6.6
Office Equip. Maintenance	770	131	212	578	365	63.2

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

**March 2023**

	Budgeted 2022-23	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
Computer Software Maintenance	16,200	-	11,936	12,150	214	1.8
Memberships & Subscriptions	992	-	1,058	744	(314)	(42.2)
Bad Debts & Minimum Balance Writeoff	21,500	-	-	16,125	16,125	100.0
Conference & Continuing Ed	15,180	-	948	11,385	10,437	91.7
Certifications	805	61	186	604	418	69.2
State/County & LAFCO Fees and Charges	7,200	-	5,659	5,400	(259)	(4.8)
Human Resources	6,090	-	-	4,568	4,568	100.0
Miscellaneous	1,920	-	126	1,440	1,314	91.2
General & Admin Expense Allocation	262,094	10,307	166,722	196,571	29,848	15.2
<b>TOTAL OPERATING EXPENSES</b>	<b>3,555,032</b>	<b>283,449</b>	<b>2,542,424</b>	<b>2,666,274</b>	<b>123,850</b>	<b>4.6</b>
<b>LONG TERM DEBT PAYMENTS</b>						
2014 Wastewater Revenue Bonds	484,175	-	134,588	363,131	228,544	62.9
2012 CIP & Refi.	177,600	-	-	133,200	133,200	100.0
VacCon Truck Loan	117,441	-	117,441	88,081	(29,360)	(33.3)
Debt Service: Allocated	-	-	-	-	-	-
<b>TOTAL LONG TERM DEBT PAYMENTS</b>	<b>779,216</b>	<b>-</b>	<b>252,028</b>	<b>584,412</b>	<b>332,384</b>	<b>56.9</b>
<b>CAPITALIZED EXPENDITURES</b>						
Vehicles/Rolling Stock/Capital Equipment	-	-	-	-	-	-
Building, Yard & Paving Improvements	-	-	-	-	-	-
Capital Improvements Sewer	865,000	4,454	109,680	648,750	539,070	83.1
Engineering & Studies	-	2,660	4,944	-	(4,944)	-
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>865,000</b>	<b>7,114</b>	<b>114,624</b>	<b>648,750</b>	<b>534,126</b>	<b>82.3</b>
<b>OTHER</b>						
City of Eureka Projects:						
Treatment Plant	1,135,000	-	-	851,250	851,250	100.0
Martin Slough	-	-	-	-	-	-
<b>TOTAL OTHER</b>	<b>1,135,000</b>	<b>-</b>	<b>-</b>	<b>851,250</b>	<b>851,250</b>	<b>100.0</b>
<b>BUDGET SURPLUS (DEFICIT)</b>	<b>582,331</b>	<b>280,406</b>	<b>2,228,363</b>	<b>436,748</b>	<b>1,791,615</b>	<b>(410.2)</b>

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

**March 2023**

	Budgeted 2022-23	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
<b>OPERATING REVENUE</b>						
Interest (will be allocated to w/s @ y/e)	-	-	237	-	237	-
Miscellaneous	-	-	622	-	622	-
<b>TOTAL OPERATING REVENUE</b>	-	-	859	-	859	-
<b>NON-OPERATING REVENUE</b>						
Property Taxes	350,000	-	-	262,500	(262,500)	(100.0)
Insurance Rebate	20,000	-	-	15,000	(15,000)	(100.0)
Miscellaneous Income	-	-	-	-	-	-
<b>TOTAL NON-OPERATING REVENUE</b>	370,000	-	-	277,500	(277,500)	(100.0)
<b>TOTAL DISTRICT REVENUE</b>	370,000	-	859	277,500	(276,641)	(99.7)
<b>OPERATING EXPENSES</b>						
Wages Direct	392,400	34,184	301,969	294,300	(7,669)	(2.6)
Benefits: PERS	206,230	28,075	253,350	154,673	(98,677)	(63.8)
Group Ins	617,500	42,145	371,957	463,125	91,168	19.7
Workers Comp Ins	3,055	555	2,368	2,291	(77)	(3.4)
FICA/Medicare	26,910	2,688	24,185	20,183	(4,002)	(19.8)
Misc Benefits	500	40	460	375	(85)	(22.7)
Total Wages and Benefits	1,246,595	107,687	954,289	934,946	(19,343)	(2.1)
Less: wages & ben charged to Capital Proj.	-	(9,654)	(67,148)	-	67,148	-
Less: Allocated to Water and Sewer Funds	(1,246,595)	(98,034)	(887,141)	(934,946)	(47,805)	5.1
Total Unallocated Wages and Benefits	-	-	-	-	-	-
Supplies/ Construction	-	-	-	-	-	-
Supplies/ Administration	6,000	657	1,684	4,500	2,816	62.6
Supplies/ Engineering	-	-	3	-	(3)	-
Supplies/ Maintenance	-	-	-	-	-	-
Invoicing	57,000	6,065	41,391	42,750	1,359	3.2
Web Payment Portal	-	-	-	-	-	-
Temporary Labor	10,000	-	-	7,500	7,500	100.0
Repairs & Maintenance/Trucks	-	-	-	-	-	-
Equipment Rental	-	-	-	-	-	-
Building & Grounds Maintenance	26,700	1,561	16,795	20,025	3,230	16.1
Electrical Power	62,118	6,664	56,723	46,589	(10,134)	(21.8)
Street Lights	70,000	2,276	55,104	52,500	(2,604)	(5.0)
Telephone	9,360	1,222	10,803	7,020	(3,783)	(53.9)
Postage	750	-	2,145	563	(1,582)	(281.3)
Freight	-	22	22	-	(22)	-
Liability Insurance	62,000	-	80,273	46,500	(33,773)	(72.6)
Legal Services	70,000	1,213	35,882	52,500	16,618	31.7
Accounting	13,000	500	16,603	9,750	(6,853)	(70.3)
Engineering	510	-	-	383	383	100.0
Other Professional Services	70,800	-	6,762	53,100	46,338	87.3
Bank Service Charges	28,000	(256)	10,273	21,000	10,727	51.1
Transportation	-	-	-	-	-	-
Office Equip. Maintenance	5,180	255	1,851	3,885	2,034	52.4
Computer Software Maintenance	7,200	135	1,516	5,400	3,884	71.9
Memberships & Subscriptions	22,320	-	18,360	16,740	(1,620)	(9.7)
Bad Debts & Minimum Balance Writeoff	-	-	-	-	-	-
Conference & Continuing Ed	7,245	-	8,048	5,434	(2,614)	(48.1)
Certifications	1,645	681	2,036	1,234	(802)	(65.0)

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

**March 2023**

	Budgeted 2022-23	Current Month-to-Date	Actual Year-to-Date	Budgeted Year-to-Date	Y.T.D. Variance Actual to Budget	% Variance
State/County & LAFCO Fees and Charges	19,200	-	384	14,400	14,016	97.3
Elections Expense	15,000	-	-	11,250	11,250	100.0
Human Resources	6,720	225	5,044	5,040	(4)	(0.1)
Miscellaneous	7,440	720	7,798	5,580	(2,218)	(39.8)
Director's Fees	16,000	950	9,050	12,000	2,950	24.6
General & Admin Expense Allocation	(524,188)	(20,614)	(333,444)	(393,141)	(59,697)	15.2
<b>TOTAL OPERATING EXPENSES</b>	<b>70,000</b>	<b>2,276</b>	<b>55,104</b>	<b>52,500</b>	<b>(2,604)</b>	<b>(5.0)</b>
<b>LONG TERM DEBT PAYMENTS</b>						
2014 PGE Energy Efficiency Loan	-	-	-	-	-	-
2012 CIP & Refi	-	-	203,766	-	(203,766)	-
New Financing	(340,000)	-	-	(255,000)	(255,000)	100.0
Less: Allocated to Water & Sewer Funds	-	-	-	-	-	-
<b>TOTAL LONG TERM DEBT PAYMENTS</b>	<b>(340,000)</b>	<b>-</b>	<b>203,766</b>	<b>(255,000)</b>	<b>(458,766)</b>	<b>179.9</b>
<b>CAPITALIZED EXPENDITURES</b>						
Vehicles/Rolling Stock/Capital Equipment	340,000	-	46,241	255,000	208,759	81.9
Building, Yard & Paving Improvements	94,000	7,044	79,885	70,500	(9,385)	(13.3)
Engineering & Studies	-	4,490	45,837	-	(45,837)	-
District Design Standards	-	-	1,840	-	(1,840)	-
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>434,000</b>	<b>11,534</b>	<b>173,804</b>	<b>325,500</b>	<b>151,696</b>	
<b>INTERFUND TRANSFER OUT</b>		<b>-</b>	<b>-</b>	<b>-</b>		
<b>BUDGET SURPLUS (DEFICIT)</b>	<b>206,000</b>	<b>(13,810)</b>	<b>(431,814)</b>	<b>154,500</b>	<b>(586,314)</b>	<b>(379.5)</b>

# Humboldt Community Services District

## Notes March 2023

Note 1 - Non Operating and Miscellaneous Revenue

Most non-operating and Miscellaneous income occurs occasionally throughout the year, or at the very end of the fiscal year.

Note 2 - Benefits

Works comp expenses are billed to the district in quarterly installments. Worker's comp expenses are expected to match budgeted amount for full fiscal year.

Health club benefits utilized by more employees than originally estimated.

Note 3 - Temporary Labor

Temporary labor costs have increased due to difficulties in finding suitable permanent applicants. Increased temporary labor costs have been more than offset by reductions in regular District wage expenses

Note 4 - Electrical Power (District use and Street Lighting)

District electrical usage is consistent with previous annual usage (2.2% increase in power consumed). Increase in costs are due to rates increases from PGE.

Note 5 - Postage

Postage is purchased in bulk. Purchase of \$2,500 in postage in October is expected to be only bulk postage purchase for the fiscal year.

Note 6 - Freight

Shipping cost for sewer pump for repair. Not anticipated in budget

Note 7 - Liability Insurance

While The District has anticipated an increase in Liability insurance premiums due to general inflationary and COLA increases, insurance premiums have increased more than originally anticipated. In a letter sent by ACWA/JPIA in October, it was explained that ACWA/JPIA has been able to keep such insurance increases to a minimum over the years, cost increases have necessitated an increase in rates at this time. Staff has confirmed that Liability insurance costs from ACWA/JPIA have remaining surprisingly stable over the past 15 years, even at times when increases would be expected.

Note 8 - Accounting

Accounting expenses are due to expenses from the regular annual audit..

Note 9 - Memberships and subscriptions

Annual membership dues for JPIA. Expenses for remainder of year will be minimal and total expense for the year are expected to be in line with budget amount.

Note 10 - State/County & LAFCO Fees and Charges

Annual water system fees to State Water Resources control board paid in January. Total expenditures for year will be in line with budgeted amount.

Note 11 - Debt Service

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

Note 12 - Engineering

<b>Engineering Expense - a/c 6810 - Operating Expense</b>	Note 1 - Non Operating and Misc		YTD
Water Fund			
Eng Bid Advertising			
Times Standard			570
<b>Total posted to 6810</b>		-	<b>570</b>
<b>Engineering &amp; Studies - a/c 9040 - Capital Improvement Projects</b>			
Non Engineering Costs Posted to 9040			
Rate Study		4,490	45,837
Hartman SLS		2,660	4,944
<b>Grand Total posted to 9040</b>		<b>7,150</b>	<b>50,781</b>

# Accounts Payable

## Checks by Date - Detail by Check Date

User: FM  
 Printed: 5/4/2023 12:38 PM

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

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
56155	A360 159449	AFLAC Supplemental Health Premium - March 2023	04/10/2023	149.68
Total for Check Number 56155:				149.68
56156	C410 March 2023 March 2023	City of Eureka: SW General 79% Humboldt Hill 21%	04/10/2023	106,439.07 28,293.93
Total for Check Number 56156:				134,733.00
56157	C430 INV04217	City of Eureka: WA Reconciliation Charges for Water Sales Dec 22	04/10/2023	28.00
Total for Check Number 56157:				28.00
56158	D910 234317 234317A 234363 234363A	Don's Rent-All Inc 24" Foam Stake 24" Form Stakes 3-8 Rebar Saftey Cap 3-8 Rebar Safety Cap	04/10/2023	32.78 24.58 21.85 16.39
Total for Check Number 56158:				95.60
56159	E485 03312023 135967/3 136098/3 136102/3 136127/3 136857/3 137200/3 137533/3 137558/3	Cooney Parris and Rieke Corp Discount Earned March Concrete Mix 80 x4 Demolition 12pc Sawzall Absorbent Oil Dri 50# Grout Spouge XL Hardware Screws for Unit #20 Concrete Mix for 1462 Fern St Sewer Repair Steel Stik 2oz/ Hardware Screws Screwdriver Set/ Masonry Bit/ Diagonal Pliers	04/10/2023	-8.48 34.44 35.55 17.23 19.78 2.09 22.60 12.05 71.08
Total for Check Number 56159:				206.34
56160	E558 33045 331008 331203 331952 332552 333112 334479 334562	NAPA Auto Parts of Eureka LT Tree Leather/ Tree Black Ice/ Blow Gun Ignition Lock Cylinder Unit #12 Wipers/ Unit #18 2.5 Blue Def Hose Fittings/ Adapters/ Couplers Lamp for Unit #3 2.5 Blue Def x4 2.5 Blue Def x4 Wire Kit	04/10/2023	38.83 119.90 58.93 149.61 3.34 65.51 65.51 32.76
Total for Check Number 56160:				534.39
56161	E650 85027	Eureka Ready Mix Concrete for the District Office ADA Project	04/10/2023	585.03

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	85416	Class 2 Base Tons/ Pea Gravel		1,714.57
Total for Check Number 56161:				2,299.60
56162	E890	Express Employment Professionals	04/10/2023	
	28801151	Temporary Personnel - Finance PPE 03/26/2023		2,352.84
	28801151	Temporary Personnel - Construction PPE 03/26/2023		1,176.80
	28801151	Temporary Personnel - Maintenance PPE 03/26/2023		1,292.04
Total for Check Number 56162:				4,821.68
56163	H010	Keenan Supply	04/10/2023	
	03272023	Discount Earned (March)		-14.41
	S012974156.001	Romac SS1 12.00x12 Section Repair/ Clamp W/		670.17
	S012992608.001	8 150 1/8 RR FF Gasket		117.07
Total for Check Number 56163:				772.83
56164	H210	Hensell Materials	04/10/2023	
	635496	Herring St Sewer Repair		34.41
Total for Check Number 56164:				34.41
56165	H260	Hilfiker Pipe Company	04/10/2023	
	68166	Blackberry SLS lid and installed		1,223.50
Total for Check Number 56165:				1,223.50
56166	H410	Humboldt Bay Municipal Water D	04/10/2023	
	15126000	Water Purchased - March 1-31, 2023		86,887.15
Total for Check Number 56166:				86,887.15
56167	1700	IBS Interstate Battery System	04/10/2023	
	5102091	SLA1075		25.07
	5102181	SRM-27 for Unit #4		119.60
Total for Check Number 56167:				144.67
56168	L200	Les Schwab Tire Center of Calif Inc.	04/10/2023	
	60900716703	New tires for Unit #11		1,376.36
Total for Check Number 56168:				1,376.36
56169	M350	Mid-City Motor World	04/10/2023	
	5191722	Brake/Service parts for Unit #11		346.88
Total for Check Number 56169:				346.88
56170	M450	Mission Linen	04/10/2023	
	518848810	Uniforms/Mats		403.93
	518892378	Uniforms/Mats		240.36
	518933815	Uniforms/Mats		405.97
	518975884	Uniforms/Mats		238.32
	519019365	Uniforms/Mats		407.32
Total for Check Number 56170:				1,695.90
56171	O460	OConner & Company	04/10/2023	
	0323-32	Progress Billing Through March 31, 2023		500.00
Total for Check Number 56171:				500.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
56172	P006 028479328 03312023	PACE Supply Corp. (2) repair couplings for 2" water main line repair Discount Earned March	04/10/2023	512.24 -10.24
Total for Check Number 56172:				502.00
56173	P190 19495 197495.1 198344 198453	Pacific Paper Co Envelopes/ Pens/ Sharpies/ Legal Pads/ Binder C BIC Glide Pens Black New chairs for office staff-Ergonomics Tab Indexes	04/10/2023	138.79 15.71 709.03 28.84
Total for Check Number 56173:				892.37
56174	P430 03312023 098836 100499 101229 102554 102902 103005	Pierson Building Center Discount Earned March Brush Killer/ Hand Sprayer 2 Liter Herring St K.S. Sewer Rd Concrete Premix Concrete for Herring St Sewer Repair Lumber Crayon Red, Blue and Yellow LED Flashlight Ivy Precision Screwdrivers/ Bulk Fasteners	04/10/2023	-7.04 76.34 38.18 56.96 15.60 65.31 12.99
Total for Check Number 56174:				258.34
56175	P557 3S77544 3T08556 3T11260 3T27266	Rexel USA Inc. SAT S6918 55 6.3V 1W BA9S x20 Wag 222-142/K194-4045 2W / Wag 222-413/K1 SAT S6918 755 6.3V 1W BA9S WAG 222-413/K194-4045 3W 50PK	04/10/2023	26.09 15.70 34.08 19.67
Total for Check Number 56175:				95.54
56176	S495 49771	Shred Aware Sensitive document destruction	04/10/2023	628.08
Total for Check Number 56176:				628.08
56177	T410 1018100-01 1018108-01	Malcolm Kelly Inc. Angle meter stops and inserts fire hydrant repair parts	04/10/2023	2,216.74 538.30
Total for Check Number 56177:				2,755.04
56178	U410	United Way of Humboldt PR Batch 00001.04.2023 UNITED WAY PR Batch 00001.04.2023 UNITED WAY PR Batch 00001.04.2023 UNITED WAY	04/10/2023 PR Batch 00001.04.2023 UNI PR Batch 00001.04.2023 UNI PR Batch 00001.04.2023 UNI	0.79 2.04 1.17
Total for Check Number 56178:				4.00
56179	U602 6769451	US Bank 2014 Bond/Trustee Fees 12/01/22-11/30/23	04/10/2023	1,760.00
Total for Check Number 56179:				1,760.00
56180	V700 INV 23-649482 INV 23-650863 INV 23-652532 INV 23-655128	Valley Pacific Petroleum Services Inc Const. Small Equipment Fuel Propane for Tack Oil Sprayer Fuel Small Gas Engine Fuel	04/10/2023	36.74 24.85 5,294.55 36.69

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 56180:	5,392.83
56181	W208 1048	Watt's Cleaning Services District offices cleaning services for March	04/10/2023	950.00
			Total for Check Number 56181:	950.00
56182	W570 345525 345615	Western Chain Saw Pull Cord for Small Gas Engine Trimmer Line/ Oregon Gator Line	04/10/2023	4.35 48.05
			Total for Check Number 56182:	52.40
56183	UB*02097	BODE EXECUTIVE PROP MGMT Refund Check Refund Check Refund Check Refund Check	04/10/2023	19.28 13.37 28.43 8.97
			Total for Check Number 56183:	70.05
56184	UB*02098	JONATHAN FOVARGUE Refund Check Refund Check	04/10/2023	97.79 56.26
			Total for Check Number 56184:	154.05
56185	UB*02099	KEITH HITCHINGS Refund Check Refund Check Refund Check Refund Check	04/10/2023	22.64 38.88 11.10 71.73
			Total for Check Number 56185:	144.35
			Total for 4/10/2023:	249,509.04
56186	UB*02100	GEOFF HOOPES Refund Check Refund Check Refund Check Refund Check	04/18/2023	11.63 44.16 13.93 23.95
			Total for Check Number 56186:	93.67
56187	UB*02101	NICOLE DEAN Refund Check Refund Check Refund Check Refund Check Refund Check	04/18/2023	17.50 19.00 3.69 48.75 11.06
			Total for Check Number 56187:	100.00
56188	A160 0699295 0699295 0699295 0699295	ACWA-JPIA aMedical Plan - Employees Coverage 05/1-31/20 bDental Plan - Employees Coverage 05/1-31/202 cVision Plan - Employees Coverage 05/1-31/202 dLife/AD&D Plan - Employees Coverage 05/1-3	04/18/2023	51,475.29 1,572.44 296.97 370.13

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0699295	eMedical Plan - Board Members Coverage 05/1-		9,788.72
	0699295	fDental Plan - Board Members Coverage 05/1-31		342.64
	0699295	gVision Plan - Board Members Coverage 05/1-3		62.52
	0699295	hLife/AD&D Plan -Board Members Coverage 05/1-		26.07
	0699295	iMedical Plan -Retired Members Coverage 05/1-		17,602.97
	0699295	jDental Plan - Retired Members Coverage 05/1-2		1,192.00
	0699295	kVision Plan - Retired Members Coverage 05/1-		343.86
	0699295	ICOBRA - Medical Coverage 05/1-31/2023		3,343.37
	0699295	mCOBRA - Dental Coverage 05/1-31/2023		106.12
	0699295	nCOBRA - Vision Coverage 05/1-31/2023		15.63
Total for Check Number 56188:				86,538.73
56189	C036	Corporate Payment Systems	04/18/2023	
	241164130790833	MM/NewEgg: Replacemnt monitor for Tim		133.50
	241164130950837	MM/NewEgg: Replacement monitor for mainten		107.35
	241374630880011	WP/Tractor Supply: New back-up lights for Unit		282.08
	241374630890012	WP/Tractor Supply: New back-up lights for Unit		108.48
	241374630891003	TW/Burgerim: Test/Cert (Meal)		13.00
	241640730890910	TW/Target: Test/Cert (Pencils)		4.80
	241640737010500	DT/Staples: Replacement staples		34.92
	242042930743554	TL/DRI Crash Plan		29.97
	242316830744004	WP/Harbor Freight: Repair line locator		23.31
	243160530925489	TW/Shell: Test/Cert		86.68
	244273330737402	DT/McDonalds: Dinner for crew during the Parl		52.68
	244309930744008	TL/Microsoft		105.00
	244310630730837	TW/Amazon: TI-36X Pro Engineering/Scientifi		28.79
	246921630701007	MM/Delux: Calc Graph Paper 8.5x11 Pad		511.73
	246921630761055	TW/Amazon: FR Decaf 1.75 oz 42 count		111.00
	246921630841012	TW/Prometric: Exam Fee		70.44
	246921630841012	TW/Prometric: Exam Fee		70.44
	246921630901027	TW/Starbucks: Test/Cert (Meal)		11.00
	246921630921043	TW/Hampton Inn: Test/Cert		634.14
	246926309010260	TW/Panera: Test/Cert (Meal)		17.98
Total for Check Number 56189:				2,437.29
56190	C180	Canon Solutions America Inc.	04/18/2023	
	6003791688	Office/Color Copies WXD03492- 2477		179.32
	6003791688	UseTaxRecoveryFee/OfficeCopier		7.97
	6003791688	Office/Black Copies WXD03492- 2363		26.60
Total for Check Number 56190:				213.89
56191	C430	City of Eureka: WA	04/18/2023	
	03312023	Water Purchased - March 2023		56,635.00
	03312023	*Excess Billing @\$0.003726/gallon		7,493.00
Total for Check Number 56191:				64,128.00
56192	C495	Colantuono, Highsmith, Whatley, PC	04/18/2023	
	55398	Legal Services: Special Counsel Services throug		1,085.00
Total for Check Number 56192:				1,085.00
56193	E170	Employee Relations	04/18/2023	
	94669	Pre EE Bkgrd Ck/EVS		28.00
Total for Check Number 56193:				28.00
56194	E330	Englund Marine and Industrial Supply	04/18/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	535373/7	rain jacket Temp. John Moses		69.58
	535499/7	New rain boots for temporary employee		42.95
	535648/7	Thirsty Mate pump and 3' hose for pumping out		51.97
			Total for Check Number 56194:	164.50
56195	E890	Express Employment Professionals	04/18/2023	
	28590823	Temporary Personnel - Finance PPE 04/02/2023		3,206.11
	28590823	Temporary Personnel - Construction PPE 04/02/23		617.82
	28590823	Temporary Personnel - Maintenance PPE 04/02/23		1,230.40
	28590823	Temporary Personnel - Construction PPE 04/02/23		558.98
			Total for Check Number 56195:	5,613.31
56196	H060	Harvey M. Harper Co.	04/18/2023	
	842714	Replace actuator assembly on Unit #3		767.04
			Total for Check Number 56196:	767.04
56197	I525	Infosend	04/18/2023	
	232910	UB/Process and Mail/Bills - March 2023		6,065.49
			Total for Check Number 56197:	6,065.49
56198	J800	Johnson's Mobile Rentals LLC	04/18/2023	
	157603	Temporary rental fencing for the Ridgewood Tan		505.56
			Total for Check Number 56198:	505.56
56199	J900	ACWA/Joint Powers Insurance Authority	04/18/2023	
	Q3 FY 23	Workers Comp Prog-Sales/Meter Period 01/01/23		634.48
	Q3 FY 23	Workers Comp Prog-Water Period 01/01/23-03/23		2,410.64
	Q3 FY 23	Workers Comp Prog-Clerical/Brd Period 01/01/23		555.12
	Q3 FY 23	Workers Comp Prog-Sewer Period 01/01/23-03/23		1,339.24
			Total for Check Number 56199:	4,939.48
56200	M340	Mercer Fraser Co	04/18/2023	
	109340	Cold Mix		1,709.53
			Total for Check Number 56200:	1,709.53
56201	M560	The Mitchell Law Firm LLP	04/18/2023	
	52052	Legal Services - March 2023		128.00
			Total for Check Number 56201:	128.00
56202	N030	NBS	04/18/2023	
	202304-1672	Professional Services/ Rate Study Services thru		4,490.00
			Total for Check Number 56202:	4,490.00
56203	P785	Powell Landscape Materials	04/18/2023	
	217A	Concrete for the abandonment of the old 12" wat		205.39
			Total for Check Number 56203:	205.39
56204	R250	Recology Humboldt County	04/18/2023	
	30118483	Garbage Service - March		511.75
			Total for Check Number 56204:	511.75
56205	T285	Thomas R. Bess	04/18/2023	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	4875	Hot mix asphalt for Myrtle town area patch pavin		620.64
Total for Check Number 56205:				620.64
56206	U730	USA Bluebook	04/18/2023	
	255369	Return of 3/4"x6" Mni Football Style Nozzle		-110.36
	286760	USB Triple Star Chisel		274.99
	289262	Water sample stations		8,114.91
Total for Check Number 56206:				8,279.54
56207	W020 84063	W N Tetrault Co. Inc.. New tires for Unit #6	04/18/2023	
Total for Check Number 56207:				1,004.88
Total for 4/18/2023:				189,629.69
56208	A072 0008321	Accurate Drug Testing Services DOT Random/2nd Quarter	04/28/2023	
Total for Check Number 56208:				100.00
56209	C180	Canon Solutions America Inc.	04/28/2023	
	6003998903	Constr Color Copies XLN04212- 370		30.93
	6003998903	Constr Black Copies XLN04212- 408		4.10
	6003998903	UseTaxRecoveryFee/ConstrCopier		1.36
Total for Check Number 56209:				36.39
56210	C450 INV04461	City of Eureka: Water Test Microbiological Testing - March 2023	04/28/2023	
Total for Check Number 56210:				425.00
56211	E890	Express Employment Professionals	04/28/2023	
	28866717	Temporary Personnel - Construction PPE 04/09/23		823.76
	28866717	Temporary Personnel - Maintenance PPE 04/09/23		1,230.40
	28866717	Temporary Personnel - Construction PPE 04/09/23		353.04
	28866717	Temporary Personnel - Finance PPE 04/09/2023		2,193.03
	28894124	Temporary Personnel - Finance PPE 04/16/2023		1,862.58
	28894124	Temporary Personnel - Construction PPE 04/16/23		795.85
	28894124	Temporary Personnel - Construction PPE 04/16/23		588.40
	28894124	Temporary Personnel - Maintenance PPE 04/16/23		492.16
	28894124	Temporary Personnel - Maintenance PPE 04/16/23		738.24
	28925526	Temporary Personnel - Maintenance PPE 04/23/23		1,230.40
	28925526	Temporary Personnel - Finance PPE 04/23/2023		2,350.16
	28925526	Temporary Personnel - Construction PPE 04/23/23		706.08
Total for Check Number 56211:				13,364.10
56212	F049	Fastenal Company	04/28/2023	
	CAEUR126509	AA Procell Alk Battery x 10 2 packs/XL OR Dis		139.09
	CAEUR126509	SrsI9Md11 Saftey Glass 4 pack		34.39
	CAEUR126632	D Procell Alk Battery x6		4.48
	CAEUR126632	Max-5 Ear plugs/ LG Flex Guard Gloves		42.06
	CAEUR126762	G9 SlvrM HC StfyGlss/38201 BlkChiselMarkr/2		64.43
	CAEUR126877	IC WB CAUTN BLU 17oz x 12		46.37
	CAEUR126981	AAA Procell Alk Battery x6		1.63
	CAEUR126981	LG Split Back Driving Gloves x3		26.96

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 56212:	359.41
56213	F050	Fastenal Industrial	04/28/2023	
	CAEUR126500	Stainless Steel Finished Hex Nut		11.44
	CAEUR126761	Sewer Well Parts		502.02
	CAEUR126875	White Multifold Papertowels		48.13
	CAEUR126973	2ply Bath Tissue/ Window Cleaner 20oz x 12/ W		155.16
			Total for Check Number 56213:	716.75
56214	O460	OConner & Company	04/28/2023	
	0123-30	Progress Billing Through Feb 1, 2023		1,400.00
			Total for Check Number 56214:	1,400.00
56215	P010	Pacific Gas and Electric-GN	04/28/2023	
	05082023	aWA Pump & District/Cummings		5,386.76
	05082023	bHH Water System		10,453.39
	05082023	cFW/MR Water System		660.77
	05082023	dGeneral Sewer System		6,487.36
	05082023	eKS/HH Sewer System		2,039.71
	05082023	fOffice/Yard		5,046.86
	05082023	gSpark energy Gas/LP Gas Chgs		781.87
			Total for Check Number 56215:	30,856.72
56216	P130	Pacific Gas and Electric-St	04/28/2023	
	05152023	Street lighting - April		2,478.31
			Total for Check Number 56216:	2,478.31
56217	S490	SHN Consulting Engineers	04/28/2023	
	116943	Walnut Earthquake		3,777.50
			Total for Check Number 56217:	3,777.50
56218	S750	Standard Insurance Company	04/28/2023	
	05012023	Short&Long Term Empl Disabilit		1,426.74
			Total for Check Number 56218:	1,426.74
56219	S850	Optimum	04/28/2023	
	05162023	Internet/ 04/24/2023-05/23/2023		538.89
			Total for Check Number 56219:	538.89
56220	U410	United Way of Humboldt	04/28/2023	
		PR Batch 00002.04.2023 UNITED WAY	PR Batch 00002.04.2023 UNI	1.25
		PR Batch 00002.04.2023 UNITED WAY	PR Batch 00002.04.2023 UNI	0.80
		PR Batch 00002.04.2023 UNITED WAY	PR Batch 00002.04.2023 UNI	1.95
			Total for Check Number 56220:	4.00
56221	U601	US Bank	04/28/2023	
	2270740	DebtService 2014 WasteRevBond		215,000.00
	2270740	DebtService 2014 WasteRevBond		134,587.51
			Total for Check Number 56221:	349,587.51
56222	V500	Verizon Wireless	04/28/2023	
	933095357	Cellular Service - Mar 22, 2023 - Apr 21, 2023		463.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 56222:	463.50
56223	UB*02102	JOANNE NORD	04/28/2023	
		Refund Check		56.94
		Refund Check		27.49
		Refund Check		6.67
		Refund Check		87.71
		Refund Check		35.20
			Total for Check Number 56223:	214.01
56224	UB*02103	AMANDA/BRANDON WAHLUND/EME	04/28/2023	
		Refund Check		3.02
		Refund Check		19.52
		Refund Check		6.16
		Refund Check		10.58
			Total for Check Number 56224:	39.28
56225	UB*02104	JEREMIAH BAKER	04/28/2023	
		Refund Check		4.45
		Refund Check		1.80
		Refund Check		4.21
		Refund Check		0.52
			Total for Check Number 56225:	10.98
56226	UB*02105	ELVIRA AGUILERA	04/28/2023	
		Refund Check		40.58
		Refund Check		39.69
		Refund Check		10.69
		Refund Check		90.96
		Refund Check		32.34
			Total for Check Number 56226:	214.26
56227	UB*02106	MELISSA-CLAIRE HARDER	04/28/2023	
		Refund Check		19.35
		Refund Check		37.72
		Refund Check		4.66
		Refund Check		39.89
			Total for Check Number 56227:	101.62
			Total for 4/28/2023:	406,114.97
			Report Total (73 checks):	845,253.70

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# 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:** May 9, 2023

**AGENDA ITEM:** G.1

**TITLE:** Consideration of Appointing an AdHoc Committee to Assist with Fiscal Year 2023/2024 Employee Wage and Benefit Negotiations

**PRESENTED BY:** Terrence Williams, General Manager

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### **Recommendation:**

Motion and second to appoint two Board Members to Assist the General Manager with Employee Wage and Benefit Negotiations followed by a roll-call vote.

### **Summary:**

The HCSD Employee Association (EA) submitted their official request to meet and confer to negotiate additional benefit requests for all non-exempt (hourly) regular employees. To incorporate possible changes to the Fiscal Year 2023/2024 Draft Budget, time is of the essence. Historically, the meeting consisting of the EA officers and AdHoc conclude within an hour's time.

### **Fiscal Impact:**

None at this time