

**Humboldt Bay Municipal Water
District 828 7th Street, Eureka**



**Minutes of the Regular Meeting of the Board of
Directors**

April 9, 2026

1:00 p.m.

b. GM Appraisal

Director Woo reported that the GM Appraisal Ad-Hoc Committee (Directors Fuller and Woo) met on March 9 and March 23. The committee is working with a consultant and progressing as planned.

6.3 Director Reports

a. Vice President Woo

Commended staff for their work and expressed appreciation for their efforts throughout the emergency response at the Dam.

b. Director Wheeler

Echoed appreciation for staff and congratulated office employee Corey Borghino on her 10-year anniversary with the District.

c. Director Stevens

Congratulated Corey Borghino on her 10-year anniversary with the District and noted she will be absent from the August 13 Board meeting.

d. Director Rupp

Congratulated Corey Borghino on her 10-year anniversary and noted her value to the District.

e. President Fuller

Expressed confidence in staff during the emergency response and appreciation for their ability to adapt and prioritize.

6.4 Organizations on which HBMWD Serves

a. Association of CA Water Agencies (ACWA)

Non-Action Item

Director Rupp reported on recent ACWA meetings, including finance committee updates, leadership discussions, and legislative priorities.

b. Association of CA Water Agencies/Joint Powers Insurance Authority (ACWA-JPIA)

Non-Action Item

Director Rupp reported on recent ACWA-JPIA meetings, including budget adoption and property insurance updates.

7. Discussion of Future Agenda Items

7.1 Information Management System

Non-Action Item

No update.

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5.4 Approve the March Financial Statement & Vendor Detail Report

ACTION: Motion #26-026 to approve the March Financial Statement & Vendor Detail Report in the amount of \$257,490.02.

Maker: Director Rupp

Second: Director Stevens

Vote: 5-0 to approve

Ms. Harris presented the March financial statement, reporting a general account balance of \$4.9 million, investments totaling \$13 million, \$6.5 million in advance charges, and \$4.9 million in general reserves.

6. Reports:

6.1 Staff Reports:

a. Operations Report

Non-Action Item

Mr. Davidsen presented the March Operations Report, highlighting that Ruth Lake recorded 0.23 inches of rainfall during the month of March and the hydro plant generated 151,200 kWh. He also reported that emergency repair work at the dam was successfully completed, restoring full operation.

b. Management Report

Non-Action Item

Ms. Mares presented the monthly General Manager's Report, providing updates on regulatory compliance, permitting, and reporting activities. She reported no workplace injuries during the reporting period and full compliance with all state and federal drinking water regulations. She also reported on coordination with the Federal Energy Regulatory Commission (FERC) and Division of Safety of Dams (DSOD) regarding the revised embankment investigation drilling program, as well as completion of multiple annual regulatory reports and filings. Ms. Mares further reported on the Petition for Change Technical Working Group meeting held on March 23. Additional updates were provided on the Urban Water Management Plan, capital improvement projects, municipal customer coordination, and progress on the General Manager performance appraisal process.

6.2 Active Committee Reports

a. Water Rights Renewal

Director Stevens reported that the Water Rights Renewal Ad-Hoc Committee (Directors Fuller and Stevens) met on March 4 and that the update was previously provided at the March Board meeting.

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Maker: Director Wheeler

Second: Director Stevens

Vote: 5-0 to approve

Ms. Mares provided a brief history of the emergency and reported that repairs were successfully completed, and the system is fully operational. Director Rupp asked clarifying questions regarding insurance coverage and contractor liability; Ms. Harris responded. Director Woo expressed appreciation for staff communication throughout the emergency and the associated public outreach. Director Wheeler acknowledged staff performance during the emergency response.

5.2 Approve FY27 Cost of Living Allowance (COLA)

ACTION: Motion #26-024 to approve staff recommendation for the FY27 COLA.

Maker: Director Rupp

Second: Director Wheeler

Vote: 5-0 to approve

Ms. Harris presented the item, including methodology, comparison data, and local fuel price context related to the Cost-of-Living Adjustment (COLA). She noted that Humboldt County experiences some of the highest fuel costs in the nation due to structural factors, which impact employees' cost of living. The Board asked clarifying questions regarding timing and application, and President Fuller thanked staff for the thorough information provided.

5.3 Approve Director Compensation – First Reading of Ordinance 17 (Revised)

ACTION: Motion #26-025 to approve Director Compensation and conduct the first reading of Ordinance 17 (revised).

Maker: Director Rupp

Second: Director Woo

Vote: 5-0 to approve by roll call vote

Director Wheeler: Aye

Director Woo: Aye

Director Fuller: Aye

Director Rupp: Aye

Director Stevens: Aye

Ms. Harris presented the first reading of revised Ordinance 17. She provided an overview of the proposed updates, including establishment of an automatic annual cost-of-living adjustment (COLA) mechanism and revisions to the bill review stipend structure. The Board discussed the ordinance process and upcoming public hearing requirements.

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1:00 p.m.**

1.1 ROLL CALL

President Fuller called the meeting to order at 1:00 p.m. Roll call was conducted. Directors Fuller, Rupp, Stevens, Wheeler, and Woo were present. General Manager Michiko Mares, Director of Maintenance and Operations Dale Davidsen, Director of Finance and Human Resources Chris Harris, and Board Secretary Contessa Dickson were present.

1.2 PLEDGE OF ALLEGIANCE

President Fuller led the pledge of allegiance.

1.3 ACCEPT AGENDA

ACTION: Motion #26-021 to accept Agenda with two items added to the consent calendar.

Maker: Director Rupp

Second: Director Woo

Vote: 5-0 to approve

2. PUBLIC COMMENT

No public comment.

3. CONSENT CALENDAR

ACTION: Motion #26-022 to approve Consent Calendar with items 3.4 and 3.5 added to consent.

Maker: Director Rupp

Second: Director Woo

Vote: 5-0 to approve

3.1 Approve the Draft Minutes of the Regular Board Meeting of March 12, 2026

3.2 Informational Memo – Special Board Meeting – FY27 Budget Presentation, Including Project Budget

3.3 Informational Memo - Ruth Lake Aquatic Invasive Species Quarantine Program – 2026 Update

3.4 Approve Surplus Vehicle Request

3.5 Approve Comment Letter – Advanced Clean Fleets (ACV) ZEV Flexibility

4. PRESENTATIONS

4.1 None.

5. DISCUSSION AND ACTION:

5.1 Approve Termination of Emergency and Emergency Procurement Authorization – R.W. Matthews Hydraulic Operating System Failure

ACTION: Motion #26-023 to approve termination of the emergency and associated emergency procurement authorization for the R.W. Matthews Hydraulic Operating System Failure.

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7.2 Artificial Intelligence Policy

Non-Action Item

No update.

7.3 Association Memberships related to Local Business and Economic Development

Non-Action Item

No update.

ADJOURNMENT

The meeting adjourned at 2:10 p.m.

Attest:

A handwritten signature in blue ink, appearing to read "Michelle Fuller", written over a horizontal line.

Michelle Fuller, Board President

A handwritten signature in blue ink, appearing to read "Contessa Dickson", written over a horizontal line.

Contessa Dickson, Board Secretary