

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



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

June 10, 2025

9:00 am

1.1 ROLL CALL

President Fuller called the meeting to order at 9:00 a.m. Director Rupp conducted the roll call. Directors Fuller, Lindberg, Rupp, Wheeler, and Woo were present. General Manager Michiko Mares, Superintendent Dale Davidsen, Business Manager Chris Harris, and Board Secretary Contessa Dickson were also present. Accounting Specialist Darcey Quinn, District Engineer Nate Stevens and General Counsel Ryan Plotz were present for a portion of the meeting.

1.2 PLEDGE OF ALLEGIANCE

President Fuller led the flag salute.

1.3 ACCEPT AGENDA

ACTION: Motion to accept Agenda

Maker: Director Woo

Second: Director Lindberg

Vote: 5-0 to approve

2. PUBLIC COMMENT

No public comment.

3. CONSENT CALENDAR

ACTION: Motion to approve Consent Calendar

Maker: Director Rupp

Second: Director Wheeler

Vote: 5-0 to approve

3.1 Draft Minutes of the Regular Board Meeting of April 10, 2025

3.2 Draft Minutes of the Special Budget Review Board Meeting of May 20, 2025

3.3 Chlorine Equipment Surplus Request

3.4 Fiscal Year 2026 Board Calendar

3.5 Contract Amendment 2 for Samoa Peninsula Waterline Right-of-Way Maintenance Project
Environmental Impact Report Consultant Services (GHD, Inc.)

4. PRESENTATIONS

No presentations.

5. DISCUSSION AND ACTION:

Director Woo recused herself due to a conflict of interest for item 5.1.

5.1 Informational Memo concerning the former McNamara and Peepe Mill Site

Non-action Item

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Ms. Mares provided an update on recent activities related to the site. She and President Fuller attended a meeting with representatives from Assemblymember Chris Rogers' office to discuss the site's current status. The next quarterly meeting with DTSC is scheduled for July 30th. Director Wheeler will attend in place of Director Lindberg.

5.2 Informational Memo Concerning the un-naming of the Mad River

Non-action Item

Ms. Mares reported that she consulted with legal counsel and the District's water rights counsel regarding the potential un-naming of the Mad River. Staff recommended that the Board consider adopting a resolution recognizing "Baduwa't" as the preferred name. The Board engaged in a thorough discussion, emphasizing the importance of proceeding thoughtfully and inclusively. The Board discussed forming an ad-hoc committee for this topic, with Director Wheeler and President Fuller identified as potential members.

5.3 Discuss & Consider Approval of Resolution 2025-08 – Authorizing the Grant of a Public Trail Easement to the City of Arcata and Resolution 2025-09 Authorizing the Execution of a Right-of-Way Contract with the City of Arcata for the Annie & Mary Trail Connectivity Project

ACTION: Motion to approve Resolutions 2025-08 and 2025-09 less edits.

Maker: Director Woo

Second: Director Rupp

Vote: 5-0 to approve by roll call vote

The Board recommended two editorial edits to the proposed resolutions.

Emily Sinkhorn, representing the City of Arcata, attended the meeting for this item and expressed the City's gratitude and enthusiasm for advancing the public trail construction project. She noted that they are aiming to complete this portion of the trail by the end of 2026.

5.4 Discuss & Consider Approval of Aquatic Invasive Species Prevention Plan

ACTION: Motion to approve Aquatic Invasive Species Prevention Plan

Maker: Director Lindberg

Second: Director Rupp

Vote: 5-0 to approve

Ms. Mares provided an overview of the updates to this joint plan, previously called the Joint Quagga and Zebra Mussel Prevention Plan. She highlighted the inclusion of new restrictions, which now address the Golden Mussel in addition to Quagga and Zebra Mussels, as well as the finalized agreement with Ruth Lake Community Services District as the key updates.

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5.5 Discuss & Consider Approval of Contract Amendment 1 for the Three Tanks Seismic Retrofit Project Construction Management Consultants (Albat)

ACTION: Motion to approve Contract Amendment for Albat

Maker: Director Woo

Second: Director Wheeler

Vote: 5-0 to approve

The Board reviewed a proposed contract amendment with Albat for the Three Tanks Seismic Retrofit Project, increasing the project budget by \$347,920 and extending the completion date to December 31, 2025. The amendment will be funded through reallocated funds. The Board asked several clarifying questions.

5.6 Discuss & Consider Approval of Resolution 2025-07 Annual Limit for Appropriations

ACTION: Motion to approve Resolution 2025-07 – Annual Limit for Appropriations

Maker: Director Lindberg

Second: Director Rupp

Vote: 5-0 to approve by roll call vote

Ms. Quinn presented Resolution 2025-07, which sets the annual limit for appropriations of taxes for the fiscal year 2025/26.

5.7 Discuss and Consider Approval of Capital Replacement Funds Price-Factor 2 (PF2) Rebate to Municipal Customers

ACTION: Motion to approve PF2 rebate to Municipal Customers

Maker: Director Lindberg

Second: Director Rupp

Vote: 5-0 to approve

Ms. Harris reported on the Price-Factor 2 rebate to Municipal Customers in the amount of \$96,782.05. The rebate represents remaining funds owed for their financial support of the Fairhaven Distribution Grid construction costs during the 2014–2015 Techite Project.

5.8 Discuss & Consider Approval of Fiscal Year 2026 Budget

ACTION: Motion to approve Fiscal Year 2026 budget

Maker: Director Rupp

Second: Director Lindberg

Vote: 5-0 to approve

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Ms. Harris previously presented the FY26 budget at the Special Board meeting on May 20, 2025. Staff do not anticipate any changes and recommend the Board approve the proposed FY26 budget to ensure preparedness for the start of the fiscal year.

5.9 Discuss & Consider Approval of May 2025 Financial Statement & Vendor Detail Report

ACTION: Motion to approve May 2025 Financial Statement & Vendor Detail Report in the amount of \$1,026,634.02

Maker: Director Rupp

Second: Director Lindberg

Vote: 5-0 to approve

Ms. Harris presented the May financial statement & vendor detail report. The General Account balance is \$2.2 million. The various investments balance is \$13.8 million. The advanced charges are \$5.5 million with a general reserve of \$6.4 million.

5.10 Items Pulled from Consent Calendar

None.

Reports:

6.1 Staff Reports:

a. Engineering Report

Non-action Item

Mr. Stevens presented his monthly report on the status and progress of current District projects. He introduced a new project-tracking outline designed for Directors to follow, which will be updated on a monthly basis to provide ongoing project updates.

b. Business Report

Non-action Item

No report.

c. Operations Report

Non-action Item

Mr. Davidsen presented the May Operations Report, noting that Ruth hydro plant maintenance took place May 5-9 including the Division of Safety of Dams annual inspection of the Dam on May 6th.

d. Management Report

Non-action Item

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General Manager Mares provided an update on the progress of the District's various projects, grants, and key topics. Highlights included the growing risk of the Golden Mussel, the District's Mad River maintenance permits, the Local Hazard Mitigation Plan update, State of California updates, and organizational developments. The Board asked several questions, leading to a lengthy discussion.

6.2 Active Committee Reports

No committee meetings were held this month.

6.3 Director Reports

a. General Director Comments

b. Director Woo:

No comment.

c. Director Wheeler:

Director Wheeler attended the Peninsula Community Collaborative (PCC) meeting along with GHD staff member Kerry McNamee and District staff members Ms. Mares and Mr. Davidsen to discuss the pipeline maintenance project. The discussion focused on the District's reconsideration of its approach to the project, including the level of maintenance and intervention. This revised approach was well received by the PCC.

d. Secretary/Treasurer Director Rupp:

Director Rupp requested a headwaters committee meeting.

e. Vice-President Director Lindberg:

Director Lindberg attended the RLCSB Board meeting on May 13. He noted his ongoing attention to the Golden Mussel issue and expressed appreciation for the District's due diligence in preventing the introduction of Golden Mussels to Ruth Lake.

f. President Fuller:

No comment.

6.4 Organizations on which HBMWD Serves

a. Association of CA Water Agencies (ACWA)

Non-action Item

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- Director Woo reported on her attendance at the recent ACWA Summit in Monterey, California. Key topics included water use for data centers, regional strategic planning, and community engagement during emergencies. She also participated in the Region 1 meeting and thanked Director Rupp for representing the District on the Region 1 Board.
- Director Rupp also attended the ACWA Summit, participating in the Finance Committee where discussion focused on paying down the unfunded liability, and the Membership Committee, which is encouraging more cities to join ACWA. He also attended several sessions on the second day and the Region 1 meeting, noting it is an election year and highlighting challenges in maintaining regional leadership.
- President Fuller also attended the ACWA Summit. She attended a presentation on the Department of Water Resources' Watershed Resilience Pilot Program and a long-range financial planning session, both of which she found valuable. President Fuller also attended the Region 1 meeting.

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

Non-action Item

Director Rupp reported on the ACWA-JPIA Executive Committee elections held on May 12, 2025. All incumbents, including Director Rupp, were re-elected. Newly elected members include Melody McDonald (San Bernardino Valley Water Conservation District), Brent Hastey (Reclamation District 784), Chris Kapheim (Kings River Conservation District), and Randall Reed (Cucamonga Valley Water District).

c. Redwood Coast Energy Authority (RCEA)

Non-action Item

Director Woo provided an update on the recent May RCEA Board meeting she attended. The primary topic of discussion was the fiscal year budget, including key budgetary considerations and allocations.

d. Redwood Region Economic Development Commission (RREDC)

Non-action Item

RREDC did not hold a meeting this period due to the Memorial Day holiday.

7. Discussion of Future Agenda Items

7.1 Information Management System

Non-action Item

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No update.

7.2 Use of name for the Mad River (Baduwa't)

Moved to action & discussion. This topic will be removed from this section.

7.3 Cyber Security Policy

Non-action Item

No update.

7.4 Artificial Intelligence Policy

Non-action Item

No update.

CLOSED SESSION:

1. **Roll Call**

2. **Public Comment**

No public comment was received.

3. **Announcement of Closed Session Agenda:**

3.1 Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (one case)

3.2 Public Employee Performance Evaluation for General Manager pursuant to Section 54957(b)(1)

The Board entered closed session at 1:00 p.m. and conducted the session from 1:00 p.m. to 2:54 p.m. No reportable action was taken in closed session.

ADJOURNMENT

The meeting adjourned at 2:54 p.m.

Attest:

A handwritten signature in blue ink that reads "Michelle Fuller".

Michelle Fuller, President

A handwritten signature in blue ink that reads "Bruce Rupp".

Bruce Rupp, Secretary Treasurer