

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



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

October 9, 2025

9:00 a.m.

1.1 ROLL CALL

President Fuller called the meeting to order at 9:00 a.m. Director Rupp conducted the roll call. Directors Fuller, Stevens, Wheeler, and Woo were present. General Manager Michiko Mares, Superintendent Dale Davidsen, Business Manager Chris Harris, and Board Secretary Contessa Dickson were also present. Director Rupp was present for a portion of the meeting, departing at 11:58 a.m.

1.2 PLEDGE OF ALLEGIANCE

President Fuller led the flag salute.

1.3 ACCEPT AGENDA

ACTION: Motion #25-024 to accept Agenda

Maker: Director Rupp

Second: Director Wheeler

Vote: 5-0 to approve

2. PUBLIC COMMENT

No public comment.

3. CONSENT CALENDAR

ACTION: Motion #25-025 to approve Consent Calendar

Maker: Director Rupp

Second: Director Woo

Vote: 5-0 to approve

3.1 Draft Minutes of the Regular Board Meeting of September 11, 2025

3.2 Draft Minutes of the Special Board Meeting of September 15, 2025

3.3 Approve Surplus Request for 6" Altec Chipper

4. PRESENTATIONS

4.1 Water Rights Renewal – Next Steps

Patrick Sullivan with GHD and Merideth Nikkel with Downey Brand provided a presentation on the District's Water Right Permits 11714 and 11715, outlining their history, current use, and future options. The presentation reviewed key background information, including that Permit 11714 authorizes storage of 48,030 acre-feet per year in Ruth Lake, and Permit 11715 authorizes direct diversion of 116 cfs (approximately 75 MGD) at Essex and storage of 20,000 acre-feet per year. The presentation concluded with discussion of potential future actions. The Board asked several questions.

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CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: one case.

The Board entered closed session at 9:55 a.m. and returned to open session at 10:44 a.m. No reportable action was taken.

5. DISCUSSION AND ACTION:

5.1 Informational Memo Concerning the Former McNamara and Peepe Mill Site

Non-action Item

Ms. Mares provided an update, noting there were no significant changes this month. She reviewed background information on the site and directed new Board Member Director Stevens to available materials for reference.

5.2 Approve the Termination of Emergency Authorization for Emergency Repairs of Water Transmission Pipeline

ACTION: Motion #25-026 to approve the termination of emergency authorization for emergency repairs of water transmission pipeline.

Maker: Director Rupp

Second: Director Woo

Vote: 5-0 to approve

Ms. Mares provided an overview of the completed emergency repairs to the District's transmission pipeline near Coombs Court in Arcata, authorized under Resolution No. 25-12. The total estimated cost of the repair was \$263,962, with \$155,918 identified as unbudgeted expense after adjustments. She noted there would be no additional charges to municipal customers and that staff will continue coordinating with regulatory agencies regarding any environmental follow-up.

5.3 Approve the Job Descriptions & Wage Rates for Maintenance Mechanic I & Electrician/Instrumentation Tech I, Change of Job Titles for Superintendent & Business Manager; & Change of Job Description for Maintenance Worker Position

ACTION: Motion #25-027 to approve job description and job title updates.

Maker: Director Rupp

Second: Director Wheeler

Vote: 5-0 to approve

Ms. Harris presented staff's recommended updates to District job classifications, including adding new entry-level positions for Maintenance Mechanic I and Electrician/Instrumentation Technician I, updating titles for Superintendent, Assistant Superintendent, and Business Manager, and revising the Maintenance Worker job description to remove certification requirements. The proposed

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changes are intended to improve recruitment flexibility, reflect industry standards, and support succession planning. To maintain consistency with neighboring and statewide agencies, staff further recommend retitling the Superintendent position to Director of Operations and Maintenance, the Assistant Superintendent position to Deputy Director of Operations and Maintenance, and the Business Manager position to Director of Finance and Human Resources.

5.4 Approve the Next Steps Concerning the Un-Naming of the Mad River

ACTION: Motion #25-028 to approve staff recommendation.

Maker: Director Wheeler

Second: Director Woo

Vote: 5-0 to approve

Ms. Mares reported on staff recommendation to move forward in the process to adopt a resolution recognizing "Baduwa't" as an Indigenous name for the Mad River while acknowledging "Mad River" as the official federal designation. An in-depth discussion followed. Edits noted the next steps included:

Item 1b. Demonstrate institutional leadership in "restoring indigenous" place names instead of "decolonizing" place names.

Item 4a. Recognize Baduwa't as "an" Indigenous name for the Mad River instead of "the" name for the Mad River.

5.5 Approve the September Financial Statement & Vendor Detail Report

ACTION: # 25-029 to approve the September Financial Statement & Vendor Detail Report in the amount of \$1,893,705.47.

Maker: Director Woo

Second: Director Wheeler

Vote: 4-0 to approve (Rupp absent)

Ms. Harris presented the September financial statement, reporting a general account balance of \$400,000, investments totaling \$11.4 million, \$5.8 million in advance charges, and \$2.6 million in general reserves.

6. Reports:

6.1 Staff Reports:

a. Business Report

Non-action Item

No report.

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b. Operations Report

Non-action Item

Mr. Davidsen presented the September Operations Report, highlighting completion of the transmission line repair by September 15th.

c. Management Report

Non-action Item

Ms. Mares reported that the District maintained full compliance with all state and federal drinking water regulations. She noted issuance of the 401-permits for R.W. Matthews Dam and Essex, and the 404-permit finalized by the U.S. Army Corps of Engineers, with all in-stream maintenance permits valid through 2030. Ms. Mares highlighted a meeting with Trinity County partners and attendance at the North State Emergency Management Conference, which emphasized the importance of strengthening local emergency preparedness and coordination. She reported that recruitment for the Associate Engineer position has been completed, with a start date of November 10, and that municipal customers met to review lessons learned from the recent emergency pipeline repair. The independent cybersecurity assessment has been completed, with results and recommendations to be presented at the November Board meeting. Ms. Mares also noted that seismic retrofit work at the Korblex and Samoa tanks is anticipated to be completed by the end of October.

6.2 Active Committee Reports

a. Un-Naming the Mad River

The committee (Director Fuller and Wheeler) met on September 23. This item was discussed in conjunction with item 5.4.

b. Board Policy and Evaluations

The Board Policy and Evaluations Committee (Directors Rupp and Fuller) did not meet but anticipate to meet prior to the next Board meeting.

c. Mad River (Baduwa't) Headwaters

The Mad River (Baduwa't) Headwaters Committee (Director Wheeler and Rupp) did not meet. A meeting is scheduled for October 23.

6.3 Director Reports

a. Director Wheeler:

No report.

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7. Discussion of Future Agenda Items

• Information Management System

Non-action Item

No update.

• Cyber Security Policy

Non-action Item

- This item was discussed in conjunction with item 6.1.c.

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

The Board entered closed session at 12:45 p.m. and returned to open session at 2:19 p.m. No reportable action was taken.

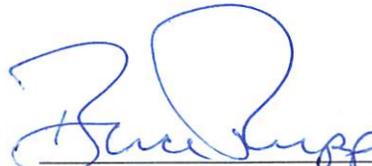
ADJOURNMENT

The meeting adjourned at 2:20 p.m.

Attest:



Michelle Fuller, President



Bruce Rupp, Secretary Treasurer

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b. Director Woo:

Director Woo reported attending the CSDA Leadership Academy and noted it was a valuable experience. She appreciated the participation of many local and rural representatives and highlighted the strategic planning session as a key takeaway.

c. Secretary/Treasurer Director Rupp

No report.

d. Director Stevens:

Director Stevens acknowledged the tragic circumstances surrounding Director Lindberg's passing and expressed appreciation to staff for the thorough onboarding process and the tremendous amount of information provided.

e. President Fuller:

President Fuller reported attending the CSDA Leadership Academy, noting it provided valuable tools for Board organization and fostering unity of purpose. She also highlighted the availability of numerous online and local CSDA training opportunities.

6.4. Organizations on which HBMWD Serves

a. Association of CA Water Agencies (ACWA)

Non-action Item

Report provided in board packet, as Director Rupp departed the meeting early.

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

Non-action Item

No report was given, as Director Rupp departed the meeting early.

c. Redwood Coast Energy Authority (RCEA)

Non-action Item

Director Wheeler reported on the September RCEA meeting he attended on behalf of Director Woo, noting the agency received a clean audit and is now fully caught up on audit reports.

d. Redwood Region Economic Development Commission (RREDC)

Non-action Item

No meeting was held due to lack of urgent business.