

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



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

August 14, 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, Rupp, and Woo were present. General Manager Michiko Mares, Superintendent Dale Davidsen, Business Manager Chris Harris, and Board Secretary Contessa Dickson were also present. District Engineer Nate Stevens was present for a portion of the meeting. Director Wheeler was absent.

1.2 PLEDGE OF ALLEGIANCE

President Fuller led the flag salute.

1.3 ACCEPT AGENDA

ACTION: Motion #25-006 to accept Agenda

Maker: Director Rupp

Second: Director Woo

Vote: 3-0 to approve

2. PUBLIC COMMENT

No public comment.

3. CONSENT CALENDAR

ACTION: Motion #25-007 to approve Consent Calendar

Maker: Director Woo

Second: Director Rupp

Vote: 3-0 to approve

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

3.2 Project Budget Reallocation from the FY2024/25 fiscal year

3.3 Funding to attend the ACWA Region event for Director Rupp

4. PRESENTATIONS

4.1 There were no presentations scheduled for this meeting.

5. DISCUSSION AND ACTION:

5.1 Resolution Honoring Board Vice-President David Lindberg

ACTION: Motion #25-008 to approve Resolution 2025-10 (see attached Resolution 2025-10)

Maker: Director Woo

Second: Director Rupp

Vote: 3-0 to approve by roll call vote

The Board reflected on Vice President Lindberg's many contributions and service to the District. Directors shared personal memories, noting his leadership, dedication, and commitment to the

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



**Minutes of the Regular Meeting of the Board of
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August 14, 2025

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community. He will be deeply missed.

Result: Resolution 2025-10 was adopted and is hereby spread upon the minutes of the Humboldt Bay Municipal Water District. A copy shall be permanently maintained in the District's records.

5.2 Discuss and consider Approval of Notice of Vacancy

ACTION: Motion #25-009 to approve notice of vacancy

Maker: Director Rupp

Second: Director Woo

Vote: 3-0

The Board reviewed the Division 3 vacancy requirements, noting that the position must be filled by September 30, 2025. Applications are due by September 4, 2025, and the appointment will extend through December 2026.

5.3 Discuss and Consider Approval of Officer Assignments

ACTION: Motion #25-010 to approve officer assignments

Maker: Director Rupp

Second: Director Woo

Vote: 3-0 to approve

Director Woo volunteered to serve as Vice President. The Board deferred appointments to committee vacancies until Director Wheeler is present.

5.4 Discuss and consider approval of Ordinance 26 - Second Reading and Adoption – Amending and Restating Ordinance 19 Regarding the Registration and Inspection Program for all Watercraft at Ruth Lake

ACTION: Motion #25-011 to approve Ordinance 26

Maker: Director Rupp

Second: Director Woo

Vote: 3-0 to approve by roll call vote

The Board conducted the second reading of Ordinance 26, amending and restating Ordinance 19 regarding the registration and inspection program for all watercraft at Ruth Lake. This Ordinance enhances enforcement mechanisms, inspection protocols, and penalties to protect Ruth Lake from aquatic invasive species. Following review and discussion, the Board adopted Ordinance 26.

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



**Minutes of the Regular Meeting of the Board of
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August 14, 2025

9:00 a.m.

5.5 Informational Memo Concerning the Former McNamara and Peepe Mill Site

Non-action Item

General Manager Mares provided an update on cleanup activities led by DTSC with NCRWQCB oversight. Staff received multiple reports and responses from DTSC, including groundwater monitoring data, soil and stormwater analytical results, and approval of the Second Half 2024 Groundwater Monitoring Report. Staff also met on August 4, 2025, with representatives from Assemblymember Rogers and Senate President Pro Tempore McGuire's offices, as well as with State Waterboard Cleanup Unit staff, to discuss agency roles and the status of the site. Staff will prepare a roadmap of next steps.

5.6 Discuss and consider approval of Junior/Assistant/Associate Engineer Job Description

ACTION: Motion #25-012 to approve Junior/Assistant/Associate Engineer Job Description

Maker: Director Woo

Second: Director Rupp

Vote: 3-0 to approve

Staff presented a new job classification for Junior/Assistant/Associate Engineer, designed as an alternative to the vacant Regulatory Analyst I/II position. The Board reviewed the proposed classification, asked clarifying questions, and approved the job description.

5.7 Discuss and Consider Approval of July 2025 Financial Statement and Vendor Detail Report

ACTION: Motion #25-013 to approve July 2025 Financial Statement and Vendor Detail Report in the amount of \$1,802,632.03.

Maker: Director Rupp

Second: Director Woo

Vote: 3-0 to approve

Ms. Harris presented the July financial statement and vendor detail report, highlighting account balances and reserves. She noted the General Account balance is \$1 million, investments total \$13 million, advanced charges are \$6 million, and the general reserve stands at \$4 million.

5.8 Items Pulled from Consent Calendar

None.

6. Reports:

6.1 Staff Reports:

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



**Minutes of the Regular Meeting of the Board of
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August 14, 2025

9:00 a.m.

a. Engineering Report

Non-action Item

Mr. Stevens provided the monthly update on District projects and shared the new draft engineering report format for tracking schedules and budgets. including the Samoa Peninsula ROW Maintenance EIR, TRF Generator Project, and Tanks Retrofit Project.

b. Business Report

Non-action Item

No report was provided.

c. Operations Report

Non-action Item

Mr. Davidsen presented the June Operations Report, noting no significant changes. He reported completion of the log boom retrofit. The Board also discussed the recent State Water Resources Control Board inspection.

d. Management Report

Non-action Item

General Manager Mares provided informational updates. Regulatory compliance included perfect water quality compliance, annual inspection by the State Water Resources Control Board, and permit activity with NCRWQCB, NOAA, NMFS, and CDFW. Updates were given on the Matthews Dam seismic stability and Part 12D assessments. The District received a \$100,000 SFRA Boating Access Grant for invasive mussel response. Water resources planning items included development of an MOU for the Samoa Peninsula Heavy Lift Marine Terminal and discussions with Peninsula Community Services District (PCSD) on system transition. Staff also noted receipt of a LAFCo filing for Humboldt Community Services District (HCSD) annexation of the North McKay Ranch.

6.2 Active Committee Reports

a. Mad River (Baduwa't) Headwaters

The committee met on July 21, 2025. Director Rupp reported he contacted Yuba Water to gather information on their water policy as reference for the District's policy development.

6.3 Director Reports

a. General Director Comments.

Director Woo:

RESOLUTION NO. 2025-10

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HUMBOLDT BAY MUNICIPAL WATER DISTRICT MEMORIALIZING THE LIFE & SERVICE OF DIRECTOR DAVID LINDBERG

WHEREAS, David Lindberg faithfully served as the Division 3 representative on the Board of Directors of the Humboldt Bay Municipal Water District; and

WHEREAS, Director Lindberg brought over four decades of professional geological expertise to his service on the Board, having graduated from CalPoly Humboldt in 1981 and working locally for more than 30 years; and

WHEREAS, Director Lindberg's deep knowledge of the Mad River basin, from its headwaters to the coast, provided invaluable insight into the District's stewardship of the District's water rights for future generations; and

WHEREAS, Director Lindberg demonstrated unwavering commitment to public service through his participation and leadership of numerous service and community organizations; and

WHEREAS, Director Lindberg tragically lost his life on July 31, 2025, in a motorcycle accident while traveling on Highway 36, cutting short a life dedicated to public service and community betterment; and

WHEREAS, the Board of Directors and staff of the Humboldt Bay Municipal Water District wish to honor and memorialize Director Lindberg's dedicated service and lasting contributions to environmental stewardship;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Humboldt Bay Municipal Water District that:

Section 1. The Board hereby expresses its profound sorrow at the untimely passing of Director David Lindberg and extends its deepest condolences to his family, friends, and colleagues.

Section 2. The Board recognizes and honors Director Lindberg's distinguished service and dedication to the District and his unwavering commitment to protecting and preserving the Mad River water resource for current and future generations.

Section 3. The Board remembers Director Lindberg not only as a dedicated public servant and professional, but also as a loving husband, father, and family member whose personal joys included tending a beautiful garden of flowers, skiing at Whistler, and training his border collies for agility competitions.

Section 4. The Board directs that a copy of this resolution be transmitted to Director Lindberg's family as a token of the District's appreciation for his service and as an expression of sympathy for their loss.

Section 5. This resolution shall be spread upon the minutes of the District and a copy shall be permanently maintained in the District's records.

PASSED AND ADOPTED by the Board of Directors of the Humboldt Bay Municipal Water District

this 14 day of August 2025, by the following roll call vote:

AYES: 3, NOES: 0, ABSENT: 1, ABSTAIN: 0

ATTEST:



Michelle Fuller, President



Bruce Rupp, Secretary Treasurer

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



**Minutes of the Regular Meeting of the Board of
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August 14, 2025

9:00 a.m.

Director Woo expressed appreciation to staff for their support during this difficult time.

Director Wheeler:

Director Wheeler was absent.

Secretary/Treasurer Director Rupp:

Director Rupp agreed with Director Woo's appreciation and expressed interest in installing a flagpole with lighting at the District office.

President Fuller:

President Fuller expressed appreciation for the Joint Board Meeting Save the Date announcement and its role in fostering collaboration. She reminded the Board that Director Lindberg's Celebration of Life will be held on September 14, 2025, at 2:00 p.m. at the Wharfinger Building, and encouraged blood donations in his honor.

b. Organizations on which HBMWD Serves

• Association of CA Water Agencies (ACWA)

Non-action Item

Director Rupp reported he will attend the Region 1 event in Windsor in September and noted he participated in the recent Region 1 Board election.

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

Non-action Item

Director Rupp reported the Personnel Committee discussed recruitment and approved adding Juneteenth as a paid holiday.

• Redwood Coast Energy Authority (RCEA)

Non-action Item

Director Woo reported on the July RCEA Board meeting, noting that it was a brief session and included an informative presentation on the Humboldt Transit Authority Hydrogen Fuel Project.

• Redwood Region Economic Development Commission (RREDC)

Non-action Item

RREDC canceled their meeting due to not having a quorum.

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



**Minutes of the Regular Meeting of the Board of
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August 14, 2025

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6.4 Discussion of Future Agenda Items

- **Information Management System**

Non-action Item

Meeting was canceled due to lack of quorum.

- **Cyber Security Policy**

Non-action Item

No update.

- **Artificial Intelligence Policy**

Non-action Item

No update. Staff continue to familiarize themselves with Office 365 following the transition.

ADJOURNMENT

The meeting adjourned at 11:11 a.m.

Attest:



Michelle Fuller, President



Bruce Rupp, Secretary Treasurer