



MANILA COMMUNITY SERVICES DISTRICT

Agenda of Regular Meeting Tuesday May 19th, 2026, at 6:30 p.m. Manila Community Center, 1611 Peninsula Drive Room A

Posted by Saturday May 16th, 2026, 6:30 p.m.

This meeting is accessible remotely via Zoom <https://us02web.zoom.us/j/3742372467> and phone-in @ 669-900-6833. Unless otherwise noted, all items on the agenda are subject to action by the Board of Directors. Time specific items (if any) are noted on the applicable agenda item and will be discussed at that time or as soon as practical. It is planned to record this meeting so that it is accessible by the public.

1. ROLL CALL, DETERMINE QUORUM:

2. APPROVE AGENDA:

3. PUBLIC INPUT / PETITIONS / ANNOUNCEMENTS: *The public is invited to present petitions, make announcements, or provide other information to the Board on matters not on the agenda. The Board will impose a time limit of 3 minutes, or less as needed, to ensure each speaker is heard. By public law, the Board cannot take action on items not on the agenda.*

4. BUSINESS ITEMS:

- a) GM Contract Extension
- b) Draft Budget FY 2027 with FY2026 Budget Vs Actual Q3 (staff)
- c) Reserves Policy (staff)
- d) Local Agency Formation Commission Ballot
- e) Letter of support for Prop 4 Offshore Wind Ports Development Program

5. CONSENT CALENDAR: (Items may be pulled for future consideration) – Amendments or corrections should be received in writing prior to approval.

- a) Receive Disbursements: March 17th, 2026 - to date
- b) Draft Minutes of March 17th, 2026

6. BOARD DISCUSSION ITEMS:

- a) Committee Member Updates/Reports:
- b) General Manager's Report:

7. INCOMING COMMUNICATIONS:

8. ADJOURNMENT:

If open session items cannot be completed by 8:30 P.M., the meeting may be adjourned to the next regular meeting, or the Board may vote to extend the meeting. A request for disability-related modification or accommodation, including auxiliary aids of services, may be made by a person with a disability, who requires a modification or accommodation in order to participate in the public meeting, by contacting the Manila CSD General Manager at least 24 hours prior to commencement of the meeting.

Agenda Summary

Agenda Item: 4A

Receive for Discussion and Possible Action: General Manager Contract Extension.

Summary:

The employment contract between the District and General Manager was approved September 20th, 2022, expired January 18th, 2026 and was subsequently extended 90 days to April 2026.

The item this evening requests an extension to the end of the calendar year (effectively January '27) allowing time schedule a performance evaluation and new contract provisions.

I move/second to approve a extension of the existing GM Contract to January 2027 or until further action of the board of directors.

Vote: _____

Attachments:

Agenda Summary

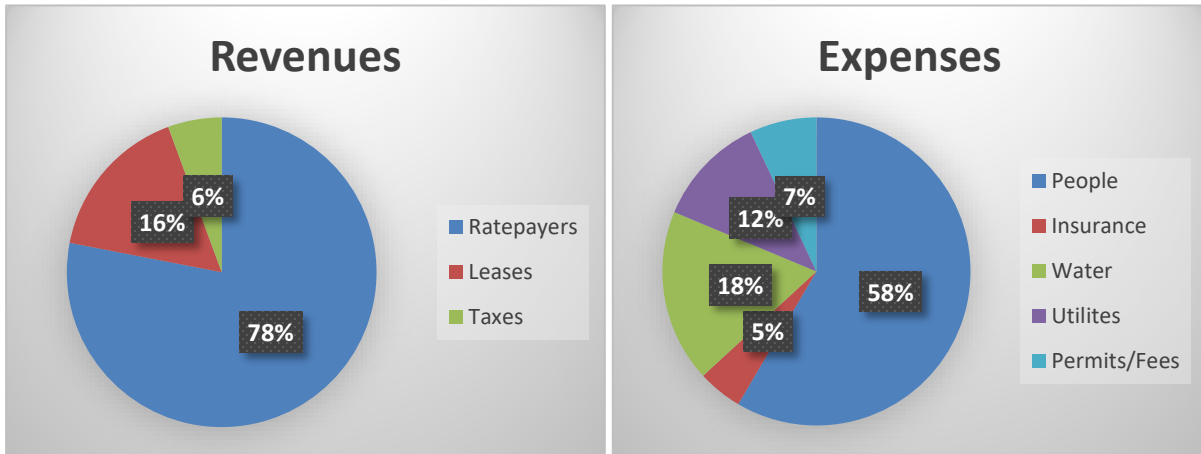
Agenda Item: 4B

Receive for Discussion and Possible Action: Draft Budget FY 2027 with FY2026 Budget Vs Actual Q3 (staff) Summary:

This report includes combined quarterly Budget Vs. Actual with a detailed proposed Draft Budget for FY27 (since we do not meet in June). Also provided is a simplified summary budget depicting last year's budget vs this year's proposed budget.

Notable Items:

- The previously approved 2026 Budget included a projected deficit of -\$25,107. At the close of Q3, we are at -\$14,088 (\$11,000 improvement) . When combining all depts, the district is currently at + \$9,123.
- The proposed 2027 budget has no property taxes allocated to Enterprise.
- This budget leaves \$12,000 in interest and unallocated property taxes available for contingencies and/or future budget adjustments.
- Year 2 of our rate increase effective Sept. 2026.
- Salaries at the Park have been chronically under budgeted and is 24% over at Q3. Staff added \$5,300 to capture and address actual costs. Salaries elsewhere are increased 2% water, 5% sewer, 3% MCC.



Recommended Motion:

I move/second to approve as presented (or as amended) FY2027 Budget.

Vote: _____

DRAFT FY2027 Budget (simplified)

	'26 Budget	'27 budget	Change
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Enterprise

Total 40000 · Water Income	248,722	270,101	21,379
60000 · Water Dept. Expense			
Total 60100 · Payroll - Water	126,488	129,018	2,530
Total 61000 · Administration - Water	16,146	13,500	(2,646)
Total 62000 · Operating & Maintenance - Water	26,951	20,000	(6,951)
Total 65000 · Professional Services - Water	4,000	4,000	0
Total 68000 · Utilities	3,000	5,000	2,000
COGS 50100 · Water Purchases	93,244	97,906	4,662
Total 60000 · Water Dept. Expense	269,829	269,424	(405)
Water Net	(21,107)	677	

Total 41000 · Sewer Income	206,430	223,579	17,149
80000 · Sewer Dept. Expense			
Total 80100 · Payroll - Sewer	114,386	119,344	4,958
Total 81000 · Administration - Sewer	19,755	24,000	4,245
Total 82000 · Operating & Maintenance - Sewer	27,288	24,000	(3,288)
Total 85000 · Professional Services	4,000	4,000	0
Total 88000 · Utilities - Sewer	45,000	51,000	6,000
Total 80000 · Sewer Dept. Expense	210,429	222,344	11,915
Sewer Net	(3,999)	1,235	

Non-Enterprise

Total M40800 · Community Center Income	102,689	101,880	(809)
M80000 · Community Center Expense			
Total M81000 · Payroll	52,100	50,000	(2,100)
Total M82000 · Administration	17,819	18,500	681
Total M83000 · O&M MCC and Park	23,770	25,680	1,910
Total M85000 · Professional Services	5,000	5,000	0
Total M88000 · Utilities	4,000	2,700	(1,300)
Total M80000 · Community Center Expense	102,689	101,880	(809)
Community Center Net	0	0	0

Total P40700 · Park Income	25,320	22,000	(3,320)
P70000 · Park Expense			
Total P71000 · Park Payroll	8,118	13,436	5,318
Total P72000 · Administration	8,564	7,000	(1,564)
Total P75000 · Professional Services	1,000	1,000	0
Total P78000 · Utilities	1,875	536	(1,339)
Total P70000 · Park Expense	25,319	22,000	(3,319)
Park Net	0	0	

Total PW40690 · PUBLIC WORKS INCOME (Tax Alloc)	2,800	2,500	(300)
Total PW69000 · Public Works Expense	2,800	2,500	(300)
Public Works Net	0	0	0

Total D40800 · Drainage Income	3,300	3,500	200
Total D80000 · Drainage Project Expense	3,300	3,500	200
Drainage Net	0	0	0

Manila Community Services District Profit & Loss Budget vs. Actual							Water Net	677.04		Taxes Available	35,500.00		
July 2025 through March 2026							Sewer Net	1,234.71		Taxes Allocated:	26,500.00		
							MCC Net	0.00		Taxes unallocated:	9,000.00		
							Park Net	0.00		Interest unallocated:	3,000.00		
							Public Works Net	0.00			12,000.00		
							Drainage Net	0.00					
							Jul '25 - Mar 26 Actual	'26 Budget	\$ Over Budget	% of Budget	Projected	27 budget	Notes
Ordinary Income/Expense													
Income													
40000 · Water Income													
40100 · Residential 175,493.76													
40300 · Penalty - Late Charges 3,085.00 4,113.33													
40500 · Miscellaneous 4,446.26 6,812.00 -2,365.74 65.27%													
40000 · Water Income - Other 0.00 241,910.00 -241,910.00 0.0%													
Total 40000 · Water Income 183,025.02 248,722.00 -65,696.98 73.59%													
244,033.36 270,101.00 removed tax; added 4k late fees													
41000 · Sewer Income													
41100 · Residential 150,913.63													
41400 · Penalty - Late Charges 3,065.00 4,086.67													
41500 · Miscellaneous 4,000.00 6,812.00 -2,812.00 58.72%													
41700 · New Installation 0.00													
41000 · Sewer Income - Other 0.00 199,618.00 -199,618.00 0.0%													
Total 41000 · Sewer Income 157,978.63 206,430.00 -48,451.37 76.53%													
210,638.17 223,579.00 changed to 6812 (to catpure taxes/int.etc) removed 2927.59 new installation													
D40800 · Drainage Income (Tax Alloc)													
D40850 · Drainage Income Tax Allocation 3,000.00 3,000.00 0.00 100.0%													
D40800 · Drainage Income - Other 0.00 300.00													
Total D40800 · Drainage Income 3,000.00 3,300.00 -300.00 90.91%													
3,500.00 removed CNRA Passthrough/added int. inc													
M40800 · Community Center Income													
M40805 · Tenants 75,276.00													
M40800 · Community Center Income - Other 0.00 102,689.00 -102,689.00 0.0%													
Total M40800 · Community Center Income 75,276.00 102,689.00 -27,413.00 73.31%													
100,869.00 101,880.00 modified to add interest and misc per lease													
P40700 · Park Income													
P40780 · Tax Allocation 18,500.00 18,500.00 0.00 100.0%													
P40790 · Leases 1,500.00 1,500.00 0.00 100.0%													
P40700 · Park Income - Other 0.00 5,320.00 -5,320.00 0.0%													
Total P40700 · Park Income 20,000.00 25,320.00 -5,320.00 78.99%													
20,500.00 22,000.00 added int./was also PC													
PW40690 · PUBLIC WORKS INCOME (Tax Alloc)													
PW40695 · Public Works MDRA 300.00													
PW40690 · PUBLIC WORKS INCOME (Tax Alloc) - Other 2,500.00 2,500.00 0.00 100.0%													
Total PW40690 · PUBLIC WORKS INCOME (Tax Alloc) 2,500.00 2,800.00 -300.00 89.29%													
2,500.00 2,500.00 added int. income													
Total Income 441,779.65 589,261.00 -147,481.35 74.97%													
623,560.00													

			Jul '25 - Mar 26 Actual	'26 Budget	\$ Over Budget	% of Budget	Projected	27 budget	Notes			
Cost of Goods Sold												
50000 · Water COG												
		50100 · Water Purchases	68,040.73	93,244.00	-25,203.27	72.97%	90,720.97	97,906.20	added 6% 2027 per HBMWD			
		Total 50000 · Water COG	68,040.73	93,244.00	-25,203.27	72.97%						
		Total COGS	68,040.73	93,244.00	-25,203.27	72.97%						
		Gross Profit	373,738.92	496,017.00	-122,278.08	75.35%						
Expense												
60000 · Water Dept. Expense												
60100 · Payroll - Water												
		60110 · Administration	32,771.31									
		60111 · Board Wages	671.25									
		60120 · Staff	20,071.50									
		60123 · Sick Wages	1,491.20									
		60125 · Holiday Wages	3,536.84									
		60128 · Vacation	10,138.68									
		60130 · Payroll Taxes	14,243.15									
		60140 · Workers Comp	1,280.67									
		60150 · Insurance Benefits	11,626.87									
		60100 · Payroll - Water - Other	0.00	126,488.00	-126,488.00	0.0%						
		Total 60100 · Payroll - Water	95,831.47	126,488.00	-30,656.53	75.76%	127,775.29	129,017.76	increased 2%			
61000 · Administration - Water												
		61100 · Banking Expense	684.11									
		61200 · Board Expense	65.00									
		61250 · Licenses and Dues (permitting5269)	2,805.53	5,269.00					added (missing in QB budget)			
		61275 · Insurance P&L	4,797.95	4,627.00	170.95	103.7%						
		61300 · Office Supplies	4,137.90						Adobe/BMS Nueveal/Beacon/Post office/Web hosti			
		61350 · Office Equipment	930.23									
		61000 · Administration - Water - Other	0.00	6,250.00	-6,250.00	0.0%						
		Total 61000 · Administration - Water	13,420.72	16,146.00	-2,725.28	83.12%	13,420.00	13,500.00	budgeted for projections			
62000 · Operating & Maintenance - Water												
		62200 · Maintenance & Repair	3,386.83									
		62500 · Safety Equipment & Supplies	170.60									
		62600 · Small Tools & Equipment	80.75									
		62700 · Testing	1,232.00									
		62800 · Vehicle Repairs	88.19									
		62850 · Vehicle Fuel	704.12									
		62000 · Operating & Maintenance - Water - Other	0.00	26,951.00	-26,951.00	0.0%						
		Total 62000 · Operating & Maintenance - Water	5,662.49	26,951.00	-21,288.51	21.01%	7,549.99	20,000.00				
65000 · Professional Services - Water												
		65100 · Alarm Monitoring	159.75									
		65300 · Legal	33.75									
		65501 · Rate Study - Water	900.00									
		65000 · Professional Services - Water - Other	0.00	4,000.00	-4,000.00	0.0%						
		Total 65000 · Professional Services - Water	1,093.50	4,000.00	-2,906.50	27.34%	1,458.00	4,000.00	have not paid for audit as of this report			
68000 · Utilities												
		68100 · Telephone & Communications	1,470.60									
		68300 · Trash Removal	561.17									
		68000 · Utilities - Other	500.11	3,000.00	-2,499.89	16.67%						
		Total 68000 · Utilities	4,031.88	3,000.00	1,031.88	134.4%	5,375.84	5,000.00				
		Total 60000 · Water Dept. Expense	120,040.06	176,585.00	-56,544.94	67.98%	160,053.41	171,517.76				

			Jul '25 - Mar 26 Actual	'26 Budget	\$ Over Budget	% of Budget	Projected	27 budget	Notes	
		P70000 · Park Expense								
		P71000 · Park Payroll								
		P71150 · Board Wages	671.25							
		P71200 · Staff	1,692.29							
		P71400 · Workers Comp.	1,280.66							
		P71500 · Benefits	1,370.47							
		P71000 · Park Payroll - Other	5,062.01	8,118.00	-3,055.99	62.36%				
		Total P71000 · Park Payroll	10,076.68	8,118.00	1,958.68	124.13%	13,435.57	13,435.57	166%	
		P72000 · Administration								
		P72200 · Board Expense	65.00							
		P72250 · License & Dues	599.50							
		P72275 · Insurance P&L	2,398.96	2,314.00	84.96	103.67%				
		P72300 · Office Supplies	2,429.28							
		P72000 · Administration - Other	0.00	6,250.00	-6,250.00	0.0%				
		Total P72000 · Administration	5,492.74	8,564.00	-3,071.26	64.14%	7,000.00	7,000.00		
		P73000 · O&m DO NOT USE Moved to MCC								
		P73500 · Safety Equipment & Supplies	170.55							
		P73800 · Vehicle Repairs	88.17							
		P78350 · Vehicle Fuel	512.56							
		Total P73000 · O&m DO NOT USE Moved to MCC	771.28	5,762.00						
		P75000 · Professional Services								
		P75300 · Legal	33.75							
		P75000 · Professional Services - Other	0.00	1,000.00	-1,000.00	0.0%				
		Total P75000 · Professional Services	33.75	1,000.00	-966.25	3.38%	1,000.00	1,000.00		
		P78000 · Utilities								
		P78300 · Trash Removal	402.01							
		P78000 · Utilities - Other	0.00	1,875.00	-1,875.00	0.0%				
		Total P78000 · Utilities	402.01	1,875.00	-1,472.99	21.44%	536.01	536.01		
		Total P70000 · Park Expense	16,776.46	25,319.00	-8,542.54	66.26%	21,971.59	22,000.00	added 2k to match projections	
		PW69000 · Public Works Expense								
		PW69300 · Operating & Maintenance	0.00	2,180.00	-2,180.00	0.0%				
		PW69400 · Public Works- MDRA	1,658.38							added 628.05 from (-) income (signage)
		PW69800 · Utilities	0.00	620.00	-620.00	0.0%				
		Total PW69000 · Public Works Expense	1,658.38	2,800.00	-1,141.62	59.23%		2,500.00		
		Total Expense			0.00	0.0%				
		Net Ordinary Income	373,738.92	496,017.00	-122,278.08	75.35%				
		Other Income/Expense								
		Other Income								
		90000 · Interest Earned	1,206.41							
		90200 · Interest Income	0.00		0.00	0.0%	3,000.00	3,000.00		
		Total Other Income	1,206.41	0.00	1,206.41	100.0%				interest inc needs reconc.
		Other Expense								
		96000 · Cash Over/Short	0.00							



Manila Community Services District Board of Directors

Agenda Summary

Receive for Discussion and Possible Action: Draft Reserves Policy

Summary:

(This item was first presented to the board on 10/21/2025)

During the budget/rate study hearings, staff was asked to report back on Reserves Policy recommendations. This report outlines existing reserves and policies with general recommendations in each class for board consideration. These policy and recommendations are strictly for continuity of Enterprise activities.

Changes from the last report are that targets were changed to between 1 month (minimum) and 6 months (optimal) and the inclusion of discretionary general funds for use as reserves (if needed – as has been the case with recent non-enterprise activity). Manila CSD currently maintains (3) types of reserves:

- **Operational Reserves (Checking Account + General Fund):**

Target is recommended as 1 to 6 months of expenses, or about 42K – 250K. Manila CSD currently operates at over 4 months of reserves (~200k) which has been sufficient for operations and grant drawdown activity. *** update 05/13/2026: board approved \$75,000 gap funding temporarily reduced this to 3 months (see attached), to be reimbursed at close of grant ***

Staff recommends the board set a 4-month operational reserves target; reporting status quarterly and upon any drawdown requests.

I move/second to approve the Operation Reserves Policy of 4 months of Annual Budget for Enterprise.

Vote: _____

- **Capital Improvement (Enterprise Fund)**

Staff recommends the board defer action for this reserve until capital grant activity is completed and a capital replacement program can be created.

- **Emergency/Contingency:**

Depending on risk factors, critical facilities and availability of other funding, **published recommendations are about 10% to 20% of annual budget** (\$50,000 to \$100,000). The district is currently over 10% target and almost compliant with a 20% target. The district is currently fully compliant with a 15% recommended target.

Staff recommends the board set a 15% emergency reserves target; reporting status quarterly and upon any drawdown requests.

I move/second to approve the Emergency Reserves Policy of 15% Annual Budget for Enterprise.

Vote: _____

Other reserve types:

- Debt Service: The district retired all debt in 2018 with no current reserve obligations.
- Special Purpose (board designated/special projects): current obligations: Teen fund/Prepaid connections

Manila CSD has the following accounts (see attached spreadsheet for balances and restrictions):

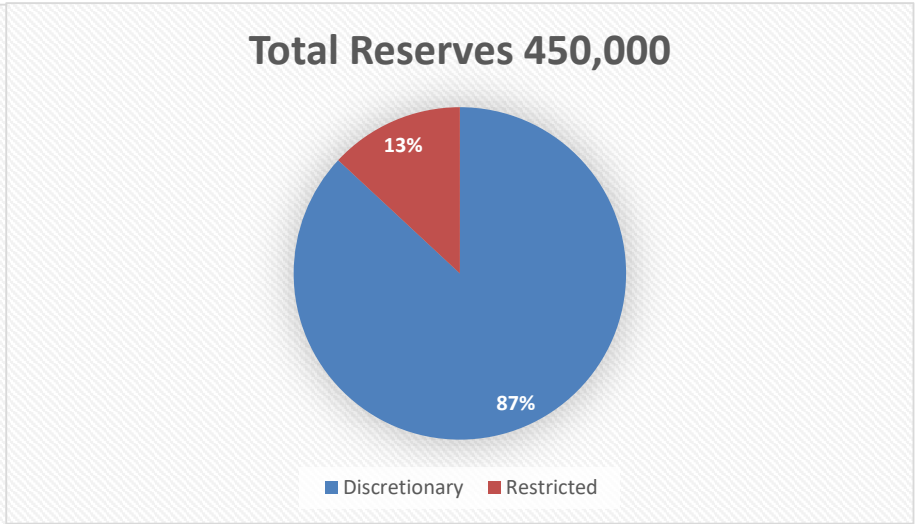
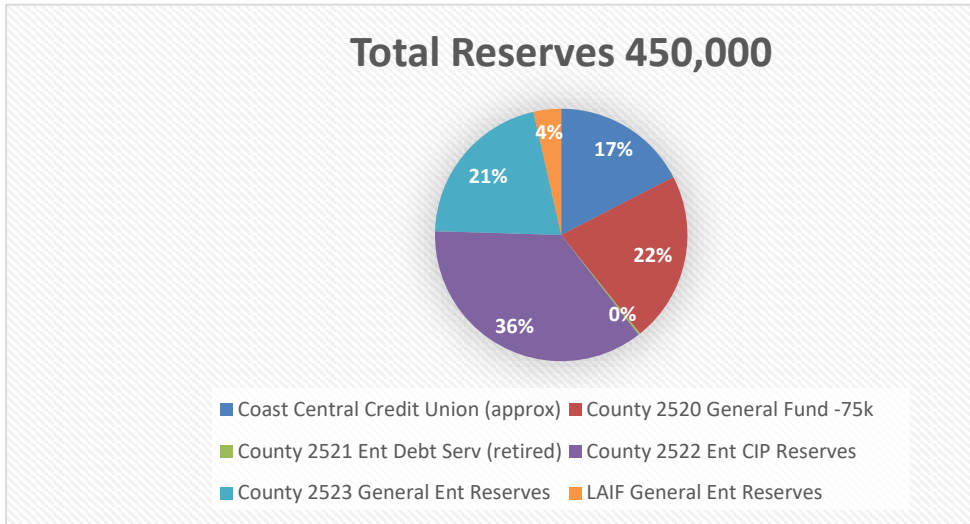
- Operational Reserves: Coast Central Credit Union (checking account)
- General Fund Reserves: Humboldt County Treasury 2520
- Debt Service (retired): Humboldt County Treasury 2521
- Capital Improvements: Humboldt County Treasury 2522
- Prudent Reserves: Humboldt County Treasury 2523
- Local Area Investment Fund: State pool of 2300+ special districts (LAIF)

The district previously drew from reserves to fund 40k at the Park and 95k for drainage, both reimbursed by the funders. The district used the cash from these reimbursements for operational activities, and the accounts have not been replenished. As this report describes, we can meet recommended targets without replenishments of these reserves. The district fully intends to replenish the recent 75,000 draw to cover the drainage grant close-out.

	FYE 2026			vs. 2020	drawn
	Total	Restricted	Liquid		
Coast Central Credit Union (approx)	65,000	-	65,000		
County 2520 General Fund -75k	81,454	24,674	56,780	92%	40,000
County 2521 Ent Debt Serv (retired)	896	-	896		
County 2522 Ent CIP Reserves	134,214	-	134,214	136%	
County 2523 General Ent Reserves	78,310	24,100	54,210	49%	95,410
LAIF General Ent Reserves	13,174		13,174	105%	
Total Cash Reserves	373,047	48,774	324,273	88%	135,410
Discretionary	324,273				
Restricted	48,774				
	373,047				

% of Target (Based on 500,000/yr)			
Rule of Thumb		Standard	Optimal
1 month	2 month	3 month	6 month
292%	146%	97%	49%

27% 95 k should have been GF
75% of a 20% emergency target w/ 2523
414% of a 20% emergency target



Agenda Summary

Agenda Item: 4D

Receive for Discussion and Possible Action: Local Agency Formation Commission Ballot

Summary:

The Humboldt Local Agency formation Commission (Lafco) has a Special District seat available for which our Chair, Meghan Ryan is running.

Attached is the ballot for the election due June 26, 2026.

Recommended Motion:

I move/second to vote for _____ as Lafco District Affiliate.

Vote: _____



Date: May 8, 2026
 To: Board of Directors of Independent Special Districts
 From: Colette Santsche, Executive Officer
Subject: OFFICIAL BALLOT – Independent Special District Election

The term of office for one (1) regular and one (1) alternate special district member on LAFCo expires on June 30, 2026. All terms are four years and end on June 30. There are no term limits.

Current Special District Terms

Designation	Current Member	Term of Office (ends on June 30)
Regular Member	Heidi Benzonelli, Humboldt Community Services District	2024 - 2028
Regular Member	Troy Nicolini, Peninsula Community Services District	2022 - 2026
Alternate Member	David Couch, McKinleyville Community Services District	2022 – 2026

The basic process for selecting special district members to LAFCo is set forth in Government Code Section 56332, which provides for a meeting to be convened among representatives from each of the 48 independent special districts in Humboldt County, unless the Executive Officer determines that a meeting is not feasible. Based on Government Code Section 56332, it has been determined that a meeting of this "Independent Special District Selection Committee" for the purpose of selecting special district members is not feasible due to the likelihood that a quorum would not be achieved. As such, both the nominating process and the election itself will be conducted by mail on behalf of the Independent Special District Selection Committee by the LAFCo Executive Officer.

Previously, a request for nominations was sent on March 11, 2026, which provided the opportunity for the presiding officer of each independent special district to nominate candidates to fill the special district member vacancies. The nomination period ended on May 1, 2026.

Two nominations were received, both for the regular special district member seat. Enclosed is an official ballot for the regular special district member seat. **The candidate receiving the highest number of votes will serve as the regular special district member, and the candidate receiving the second-highest number of votes will serve as the alternate special district member.** Terms begin on July 1, 2026 and expire June 30, 2030.

Please mark selection directly onto the ballot, voting for no more than one (1) candidate. Formal board action to vote for a candidate is not required under Government Code Section 56332(f); however, districts may choose to confirm selections through action of their governing board. **Ballots must be returned to LAFCo, 670 9th Street, Suite 202, Arcata, CA 95521 or emailed to amber@humboldtlafo.org on or before 5:00 p.m. on June 26, 2026.**

Your district is encouraged to participate in this election process. For an election to be valid, at least a quorum of the special districts must submit valid ballots. There are 49 independent special districts, therefore a majority vote constitutes 25. Any nomination and ballot received by the Executive Officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the Executive Officer shall extend the date to submit ballots by 60 days and notify all districts of the extension.

Please contact LAFCo staff at amber@humboldtlafo.org (preferred) or call (707) 445-7508 with any questions.



OFFICIAL BALLOT
INDEPENDENT SPECIAL DISTRICT ELECTION
REGULAR MEMBER

Mark selection directly onto the ballot, voting for no more than one (1) candidate. Formal board action to vote for a candidate is not required under Government Code Section 56332(f); however, districts may choose to confirm selections through action of their governing board.

The candidate with the highest number of votes will serve as the regular special district member and the candidate receiving the second-highest number of votes will serve as alternate special district member. Ballots must be returned to the LAFCo office at 670 9th Street, Suite 202, Arcata, CA 95521 or emailed to amber@humboldtlafo.org on or before 5:00 p.m. on June 26, 2026.

Please vote for one of the following candidates for **REGULAR** special district member:

- MEGHAN RYAN**
District Affiliation: Manila Community Services District
- DAVID COUCH**
District Affiliation: McKinleyville Community Services District

VOTING DISTRICT AUTHORIZATION

Name of Voting District: _____

District Address: _____

District Phone Number: _____

Printed Name of Presiding Officer: _____

Signature of Presiding Officer: _____

(Signature Required)¹

¹ All ballots must be signed by the district's presiding officer or the presiding officer's alternate as designated by the governing body. If an alternate has been designated by the governing body pursuant to Government Code Section 56332(f), documentation of the designation (e.g., meeting minutes or minute order) may be included.

May 4, 2026

California Energy Commission
Docket No. 26-POPD-01
715 P Street
Sacramento, CA 95814

RE: Comments on Proposition 4 Offshore Wind Ports Development Program (POPD)

Dear Commissioners:

The Redwood Region Economic Development Commission (RREDC) appreciates the opportunity to comment on the California Energy Commission's Proposition 4 Offshore Wind Ports Development Program (POPD). As a joint powers authority serving Humboldt County since 1977, RREDC provides economic development financing and leads regional initiatives that support long-term economic resilience.

RREDC strongly supports strategic, targeted investment in offshore wind port infrastructure as a cornerstone of California's transition to a clean energy economy. Based on our regional experience and the unique readiness of the North Coast, we offer the following recommendations to maximize the effectiveness, equity, and long-term success of POPD funding.

Strategic Allocation of POPD Funding

We recommend that the Commission **concentrate POPD funding on a single, high-readiness staging and integration port**, rather than distributing limited resources across multiple locations. Offshore wind port development is capital-intensive and highly integrated; spreading funds across multiple sites risks producing underdeveloped facilities that fail to meet industry requirements.

Project Prioritization Criteria

The Commission should prioritize projects that demonstrate proximity to existing offshore wind lease areas and future wind energy zones, demonstrated environmental review progress (including a CEQA Notice of Preparation), alignment with state offshore wind strategy (AB 525), and integration with related infrastructure planning, including transmission.

The proposed project at Humboldt Bay is uniquely positioned in this regard. Its proximity to lease areas offers direct cost savings to developers and ratepayers while improving operational feasibility. This alignment ensures POPD investments complement broader state efforts rather than creating bottlenecks.

Leveraging Additional Investment

POPD funding should be used to catalyze additional investment.

Previously awarded federal grants, such as U.S. DOT INFRA funding, may be reactivated or strengthened through state investment. State financing tools, including infrastructure banks, loan guarantees, and credit enhancements, can be leveraged as projects reach sufficient readiness.

Economic and Environmental Benefits

POPD presents a significant opportunity for rural economic development. In Humboldt County, offshore wind has the potential to become a long-term economic anchor following cycles of boom and bust in industries such as timber and cannabis.

Key benefits include the creation of high-quality local jobs, long-term economic diversification, and advancement of California's clean energy goals.

POPD funding will also support the cleanup of legacy industrial contamination, including sites impacted by pentachlorophenol and dioxins. Redevelopment of these sites will improve environmental health, restore sensitive ecosystems, and enable safe and productive reuse of industrial lands.

Advancing Equity and Community Benefits

Humboldt County qualifies entirely as a disadvantaged community under state criteria, with several areas identified as severely disadvantaged. Investment in the North Coast directly supports the Climate Bond's mandate to deliver benefits to underserved populations.

Projects should demonstrate job creation with fair wages and training pathways, greenhouse gas reduction and climate resilience, meaningful community engagement, and partnerships with Tribal governments and local organizations.

Conclusion

California's offshore wind goals depend on timely, strategic investment in port infrastructure. Humboldt Bay is uniquely positioned to deliver on those goals. Its proximity to existing lease areas, advanced project readiness, and alignment with state planning efforts make it the most efficient and cost-effective location for a fully operational staging and integration port.

At the same time, investment in Humboldt Bay directly fulfills the Climate Bond's commitment to disadvantaged communities. Humboldt County qualifies entirely as a disadvantaged community, with several areas identified as severely disadvantaged. Funding this project will deliver measurable and lasting benefits, including high-quality local jobs, environmental remediation of contaminated industrial sites, and long-term economic stability in a rural region that has experienced repeated economic disruption.

Concentrating POPD funding in Humboldt Bay ensures the State achieves both its clean energy objectives and its equity mandate. A focused investment will accelerate project readiness, unlock additional public and private capital, and position California to compete effectively in the offshore wind industry.

RREDC urges the Commission to prioritize a single, high-readiness staging and integration port in Humboldt Bay and to ensure funding can be used for critical pre-development and site preparation activities, including remediation. This approach will deliver the greatest return on public investment while advancing economic opportunity, environmental restoration, and energy resilience for California.

Sincerely,

Leonard Lund
Chair of the Board of Directors

Manila Community Services District

5/12/2026 12:00 PM

Register: 10117 · Coast Central Checking

From 03/17/2026 through 05/12/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/17/2026		Debit Card- CCCU	-split-	Target	181.72	*		40,129.05
03/17/2026		Debit Card- CCCU	PW69000 · Public Wor...	DIY pest control	918.02	*		39,211.03
03/18/2026		Debit Card- CCCU	-split-	O'Reilly	27.55	*		39,183.48
03/19/2026		QuickBooks Payroll ...	-split-	Created by Pay...	6,369.67	*		32,813.81
03/20/2026		EFTPS	-split-	94-1653492	2,247.48			30,566.33
03/20/2026		Debit Card- CCCU	80000 · Sewer Dept. E...	Amazon	33.10	*		30,533.23
03/20/2026		Debit Card- CCCU	-split-	Amazon	135.54	*		30,397.69
03/20/2026		Debit Card- CCCU	60000 · Water Dept. E...	Amazon	85.97			30,311.72
03/20/2026		Debit Card- CCCU	80000 · Sewer Dept. E...	Amazon	52.75	*		30,258.97
03/20/2026	DD2309	BRODERICK, JOHN J	-split-	Direct Deposit		X		30,258.97
03/20/2026	DD2310	DROP, CHRISTOP...	-split-	Direct Deposit		X		30,258.97
03/20/2026	DD2311	FAULK-KELLOGG,...	-split-	Direct Deposit		X		30,258.97
03/20/2026	DD2312	KITTLESON, KEN...	-split-	Direct Deposit		X		30,258.97
03/20/2026	DD2313	RYAN, MEGHAN	-split-	Direct Deposit		X		30,258.97
03/20/2026	DD2314	WATSON, ALISHA L	-split-	Direct Deposit		X		30,258.97
03/24/2026			12000 · Accounts Rece...	Deposit		*	14,536.51	44,795.48
03/24/2026			12770 · Prop 1 Accoun...	Deposit		*	154,492.00	199,287.48
03/24/2026		OPTIMUM*	80000 · Sewer Dept. E...	paid online Ac...	75.25	*		199,212.23
03/24/2026		OPTIMUM	-split-	paid online ACH	409.14	*		198,803.09
03/25/2026	3048	GHD	22000 · Accounts Paya...	INV 380-0084...	4,949.75			193,853.34
03/25/2026	3049	Wahlund Constructio...	22000 · Accounts Paya...	INV 18 Engine...	149,542.20			44,311.14
03/26/2026			-split-	Deposit		*	14,734.85	59,045.99
03/26/2026			40000 · Water Income:...	Deposit		*	81.94	59,127.93
03/26/2026	3050	Black Mountain Soft...	22000 · Accounts Paya...	INV 15712 Bil...	7,125.00			52,002.93
03/31/2026			12999 · Undeposited F...	Deposit		*	16,728.00	68,730.93
03/31/2026			12000 · Accounts Rece...	Deposit		*	287.28	69,018.21
03/31/2026			-split-	Deposit		*	180.00	69,198.21
03/31/2026			12000 · Accounts Rece...	Deposit		*	7,217.15	76,415.36
03/31/2026			12000 · Accounts Rece...	Deposit		*	8,708.62	85,123.98
04/01/2026		Debit Card- CCCU	-split-	Amazon	262.51			84,861.47
04/01/2026		Debit Card- CCCU	-split-	Amazon	20.19			84,841.28
04/01/2026		Debit Card- CCCU	-split-	Amazon	117.40			84,723.88
04/02/2026		PACIFIC GAS AND...	80000 · Sewer Dept. E...	Acct 34288574...	3,544.42			81,179.46
04/02/2026		Debit Card- CCCU	M80000 · Community ...	Zoom	40.00			81,139.46
04/02/2026		QuickBooks Payroll ...	-split-	Created by Pay...	6,141.78			74,997.68
04/03/2026		EFTPS	-split-	94-1653492	2,186.10			72,811.58
04/03/2026	DD2315	BRODERICK, JOHN J	-split-	Direct Deposit		X		72,811.58
04/03/2026	DD2316	DROP, CHRISTOP...	-split-	Direct Deposit		X		72,811.58
04/03/2026	DD2317	KITTLESON, KEN...	-split-	Direct Deposit		X		72,811.58
04/03/2026	DD2318	WATSON, ALISHA L	-split-	Direct Deposit		X		72,811.58

Manila Community Services District

5/12/2026 12:00 PM

Register: 10117 · Coast Central Checking

From 03/17/2026 through 05/12/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/06/2026		PAUL CUMMINGS	23000 · CBSW Custod...	Deposit refund ...	92.78			72,718.80
04/07/2026		VERIZON WIRELE...	-split-	Account #3420...	107.36			72,611.44
04/07/2026	3051	ADVANCED SECU...	22000 · Accounts Paya...		213.00			72,398.44
04/07/2026	3052	BADGER METER	22000 · Accounts Paya...	INV 8023086...	17.35			72,381.09
04/07/2026	3053	CBS LEASING CO...	22000 · Accounts Paya...	003-0610693-0...	290.50			72,090.59
04/07/2026	3054	EUREKA OXYGEN...	22000 · Accounts Paya...	220700	711.18			71,379.41
04/07/2026	3055	HUMBOLDT BAY ...	22000 · Accounts Paya...	January 31- Fe...	8,224.81			63,154.60
04/07/2026	3056	KEENAN - HAJOC...	22000 · Accounts Paya...	CUST 26-5561...	474.54			62,680.06
04/07/2026	3057	Mad River Union	22000 · Accounts Paya...	VOID: Newspa...		X		62,680.06
04/07/2026	3058	MCMASTER-CARR	22000 · Accounts Paya...		293.65			62,386.41
04/07/2026	3059	RECOLOGY HUMB...	22000 · Accounts Paya...	CUST 060790...	1,318.02			61,068.39
04/07/2026	3060	Restif Cleaning Servi...	22000 · Accounts Paya...	Bathroom Clea...	360.00			60,708.39
04/07/2026	3061	The Mitchell Law Fir...	22000 · Accounts Paya...	Inv 7241	135.00			60,573.39
04/07/2026	3062	VALLEY PACIFIC ...	22000 · Accounts Paya...	10366	179.44			60,393.95
04/07/2026	3063	Wahlund Constructio...	22000 · Accounts Paya...	INV 5 Enginee...	76,045.52			-15,651.57
04/07/2026	3064	HENSEL'S ACE HA...	22000 · Accounts Paya...	CUST 351	147.94			-15,799.51
04/07/2026	3065	Kahle Industries	22000 · Accounts Paya...	Mowing Park ...	544.50			-16,344.01
04/07/2026	3066	Microbac Laboraorie...	22000 · Accounts Paya...	Jan, Feb, Marc...	1,216.00			-17,560.01
04/07/2026			10200 · Coast Central ...	Funds Transfer...			76,045.52	58,485.51
04/08/2026		Debit Card- CCCU	-split-	Zoom	169.90			58,315.61
04/09/2026	3067	HUMBOLDT BAY ...	22000 · Accounts Paya...	Febuary 28- M...	8,318.21			49,997.40
04/09/2026	3068	GHD	22000 · Accounts Paya...	INV 380-0089...	1,399.50			48,597.90
04/09/2026			10200 · Coast Central ...	Funds Transfer...			1,399.50	49,997.40
04/10/2026		PACIFIC GAS AND...	80000 · Sewer Dept. E...	Acct 34288574...	216.86			49,780.54
04/15/2026		Debit Card- CCCU	-split-	Starlink	80.00			49,700.54
04/16/2026		QuickBooks Payroll ...	-split-	Created by Pay...	6,054.84			43,645.70
04/17/2026		EFTPS	-split-	94-1653492	2,172.34			41,473.36
04/17/2026	DD2319	DROP, CHRISTOP...	-split-	Direct Deposit		X		41,473.36
04/17/2026	DD2320	KITTLESON, KEN...	-split-	Direct Deposit		X		41,473.36
04/17/2026	DD2321	WATSON, ALISHA L	-split-	Direct Deposit		X		41,473.36
04/20/2026	3069	Kent Davidson	22000 · Accounts Paya...	Trash Removal	262.50			41,210.86
04/22/2026			12999 · Undeposited F...	Deposit			8,364.00	49,574.86
04/22/2026			12999 · Undeposited F...	Deposit			2,927.59	52,502.45
04/22/2026			12000 · Accounts Rece...	Deposit			14,665.46	67,167.91
04/22/2026			40000 · Water Income:...	Deposit			370.66	67,538.57
04/22/2026		Debit Card- CCCU	-split-	Adobe	19.99			67,518.58
04/23/2026		VERIZON WIRELE...	-split-	Account #3420...	114.13			67,404.45
04/29/2026		EMPLOYMENT DE...	-split-	499-0210-9	4,074.78			63,329.67
04/30/2026	3070	BADGER METER	22000 · Accounts Paya...	INV 8023414...	17.35			63,312.32
04/30/2026	3071	CALIFORNIA RUR...	22000 · Accounts Paya...	Membership D...	695.00			62,617.32

Manila Community Services District

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/30/2026	3072	CBS LEASING CO...	22000 · Accounts Paya...	003-0610693-0...	290.50			62,326.82
04/30/2026	3073	Don Cole & Company	22000 · Accounts Paya...	FY23 Audit	9,250.00			53,076.82
04/30/2026	3074	GREAT REDWOOD...	22000 · Accounts Paya...	GRTA Annual...	371.32			52,705.50
04/30/2026	3075	Kahle Industries	22000 · Accounts Paya...	Mowing Park ...	360.00			52,345.50
04/30/2026	3076	KEENAN - HAJOC...	22000 · Accounts Paya...	CUST 26-5561...	40.22			52,305.28
04/30/2026	3077	PIERSON BUILDIN...	22000 · Accounts Paya...	CUST 1685	225.68			52,079.60
04/30/2026	3078	RECOLOGY HUMB...	22000 · Accounts Paya...	CUST 060790...	1,327.91			50,751.69
04/30/2026	3079	Restif Cleaning Servi...	22000 · Accounts Paya...	Bathroom Clea...	360.00			50,391.69
04/30/2026	3080	Shafers Ace Hardware	22000 · Accounts Paya...	INV 199923/3	114.41			50,277.28
04/30/2026	3081	The Mitchell Law Fir...	22000 · Accounts Paya...	Inv 10502	213.50			50,063.78
04/30/2026	3082	VALLEY PACIFIC ...	22000 · Accounts Paya...	10366	493.26			49,570.52
04/30/2026		QuickBooks Payroll ...	-split-	Created by Pay...	6,054.83			43,515.69
05/01/2026			12000 · Accounts Rece...	Deposit			1,495.56	45,011.25
05/01/2026		EFTPS	-split-	94-1653492	2,172.34			42,838.91
05/01/2026	DD2322	DROP, CHRISTOP...	-split-	Direct Deposit		X		42,838.91
05/01/2026	DD2323	KITTLESON, KEN...	-split-	Direct Deposit		X		42,838.91
05/01/2026	DD2324	WATSON, ALISHA L	-split-	Direct Deposit		X		42,838.91
05/06/2026		HUMBOLDT COU...	98800 · Sewer Prop 2:...	Wastewater mo...	2,967.00			39,871.91
05/08/2026		SDRMA MB	60000 · Water Dept. E...	Auto-pay MAp...	3,325.88			36,546.03
05/08/2026		SDRMA MB	60000 · Water Dept. E...	Auto-pay May ...	3,325.88			33,220.15
05/11/2026	3084	CASH	-split-	Reimbursement...	289.87			32,930.28



MANILA COMMUNITY SERVICES DISTRICT

Minutes of Regular Meeting Tuesday March 17th, 2026

1) ROLL CALL, DETERMINE QUORUM:

Broderick, Ryan and Faulk-Kellogg present. Bachemin and Muniz absent. Staff C. Drop present.

2) APPROVE AGENDA:

There were no changes to the agenda

3) PUBLIC INPUT / PETITIONS / ANNOUNCEMENTS:

Member of the public commented on upcoming energy efficiency programs. Member comments on need for reserves policy.

4) BUSINESS ITEMS:

a. **Receive for Discussion and Possible Action:** Save My Coast: Draft Resolution 26-02
Broderick/Faulk-Kellogg to adopt resolution 26-02. Vote: 3-0 with Bachemin/Muniz absent

b. **Receive for Discussion and Possible Action:** Second Reading of Ordinance 26-01 Board Meeting Schedule and Frequency: Change to Bi-monthly
Broderick/Ryan to adopt Ordinance 26-01 with added provision of 72 hours' notice if a known Special Meeting is required. Vote: 3-0 with Bachemin/Muniz absent

5) CONSENT CALENDAR: (Items may be pulled for future consideration) – Amendments or corrections should be received in writing prior to approval.

a. **Receive Disbursements: February 17th, 2026 - to date**

b. **Draft Minutes of February 17th, 2026**

Item a) Ryan/Faulk-Kellogg approve. Vote 3-0

Item b) Faulk-Kellogg/Broderick approve. Vote 3-0

6) BOARD DISCUSSION ITEMS:

a. **Committee Member Updates/Reports**

b. **General Manager's Report:**

7) INCOMING COMMUNICATIONS:

8) **ADJOURNMENT:** 7:22 p.m.

Thia Bachemin, Secretary

Date: _____

Meghan Ryan, Board President

Date: _____

General Manager's Report for May 2026

Water Project:

Some small paving at Carlson and a replacement air valve for the pump house are all that is left for the water project. We fully relied on tank mode with pumps in early May when HBMWD terminated our supply to take out our master water meter for calibration. The system worked flawlessly.

Wastewater Project:

Our temporary wastewater bypass system is getting dismantled, and we are operating on the new pumps and controls. There were some minor hiccups with the ultrasonic transducer (level indicator) but all seems to have been rectified and operating as expected.

The aerators that were failing have been replaced and have not failed after removing hydrocotyle from the ponds. The district will need to buy/rent/ equipment or contract out to maintain the clearance of this vegetation that clogs the impellers.

We are still awaiting a control box-to-pedestal reconnect to alleviate a pumping issue on Lupin where an excessive PGE burden has been placed on a tenant due to the replacement of a pedestal. This is a temporary problem that the district plans to rectify after reconnection is made.

Our CDP is underway for (4) new monitoring wells – required by our waste discharge permit) to be located in pre-disturbed areas within the lift station and pond area.

A new odor control line has been installed and should be functional as soon as the new fencing is completed at the northern ponds area. This fencing was reduced in height to 4' to minimize view interference.

On the matter of eyesores; staff is working with Wahlund to eliminate the defunct tsunami siren and appurtenances hanging from the pole. The only functioning item on the pole is a radio HBMWD uses for our meter reads and they plan to migrate to Starlink.



Drainage Grant:

The district has required use of the board-approved drawdown for \$75,000 (retention gap funding) and submitted the request 05/12/2026. This will be returned to reserves upon grant final billing and close-out. All construction for this project is completed.

Manila Community Center:

Nothing to report.

Manila Park:

Several components of the play structure are failing, and replacement parts are quoted at ~\$10,000. We were able to get this approved for funding through the Per Capita grant and have submitted a revised scope. We still plan to remodel the restrooms, get new doors and other improvements to the concession stand.

Board Matters:

There are (2) board seats up for election this November, *Meghan Ryan* and *Danielle Muniz*. Candidate filing window is July 13 to August 7, 2026.

Other:

Staff has applied for District membership in Humboldt COAD (Community Organizations Active in Disaster).

We are planning a retooling of the yard entrance to the district office; minimizing grass and railroad ties in favor of cleaner, easier-to-maintain design.

Audit:

An inquiry to our new CPAs on the status of the audit returned "We are currently working on the documents received and are actively progressing on the draft report."