

**Humboldt Bay Municipal Water
District 828 7th Street, Eureka**
Agenda for Regular Meeting of the Board of Directors
 June 13, 2024
 Meeting Start Time: 9:00 AM



District Mission

Reliably deliver high-quality drinking water to the communities and customers we serve in the greater Humboldt Bay Area at a reasonable cost; reliably deliver untreated water to our wholesale industrial customer(s) at a reasonable cost; and protect the environment of the Mad River watershed to preserve water rights, water supply and water quality interests of the District.

Members of the public may join the meeting online at:
<https://us02web.zoom.us/j/86710296323?pwd=MjZldGxRa08wZ0FWOHJrUINhZnFLQT09>
Or participate by phone: 1-669-900-9128 Enter meeting ID: 867 1029 6323 Enter password: 484138
 If you are participating via phone and would like to comment, please press *9 to raise your hand.

How to Submit Public Comment: Members of the public may provide public comments via email until 5 p.m. the day before the Board Meeting by sending comments to office@hbmwd.com. Email comments must identify the agenda item in the email's subject line. Written comments may also be mailed to 828 7th Street, Eureka, CA 95501. Written comments should identify the agenda item number. Comments may also be made in person at the meeting.

Announcement recording of meeting: This meeting may be recorded to assist in the preparation of minutes. Recordings will only be kept 30 days following the meeting, as mandated by the California Brown Act.

Time Set Items:

8.2 Continuing Business	McNamara & Peepe	9:15 AM
10.1 Engineering	Engineering	11:00 AM
The Board will take a scheduled lunch break from 12:00 pm to 1:30 pm.		

1. ROLL CALL

2. FLAG SALUTE

3. ACCEPT AGENDA

4. PUBLIC COMMENT

Members of the public are invited to address the Board on items not listed on the agenda that are within the scope and jurisdiction of the District. At the discretion of the President, comments may be limited to three minutes per person. The public will be allowed to address items on the agenda when the Board takes up that item. Under the Brown Act, the Board may not take action on any item that does not appear on the agenda.

5. MINUTES

- a. May 16, 2024, Regular Board Meeting Minutes*- discuss and possibly approve

6. CONSENT AGENDA *-These matters are routine in nature and are usually approved by a combined single vote unless an item is pulled for discussion

Media articles of local/water interest (Articles a-e)*- discuss and possibly approve

Humboldt Bay Municipal Water
District 828 7th Street, Eureka
Agenda for Regular Meeting of the Board of Directors
June 13, 2024
Meeting Start Time: 9:00 AM



7. CORRESPONDENCE

- a. DWR Dam Safety Surveillance & Monitoring Report response*-discuss
- b. Letter to CDFW RE Subnotification for Routine Maintenance Activities*-discuss

8. CONTINUING BUSINESS

8.1 Water Resource Planning*–

- a. Local Sales
 - i. Nordic Aquafarms-discuss
 - ii. Trinidad Rancheria Mainline Extension-discuss
 - iii. Blue Lake Rancheria Mainline Extension-discuss
 - iv. Offshore Wind Heavy Lift Multipurpose Marine Terminal Project-discuss
- b. Transport-discuss
- c. Instream Flow-discuss

8.2 McNamara & Peepe (Time Set 9:15 AM)

- a. Status update
 - i. Monthly Summary Report*-discuss
 - ii. May 29 quarterly meeting report*-discuss
- b. Site maps & historical sampling results (stormwater and well water)*-reference

8.3 Status on ICS training-discuss

9. NEW BUSINESS

- a. Director Latt's resignation*-discuss
- b. Appoint new Director to Mad River Policy Committee-discuss and possibly approve
- c. Joint Board meeting at RLCS D-discuss and possibly approve

10. REPORTS (from STAFF)

10.1 Engineering – (Time set 11:00 AM)

- a. Reservoirs Seismic Retrofit Project-status report
 - i. Construction Bid Results Memo*-discuss and possibly award bid
 - ii. HMG Revised Match Commitment Letter*-discuss and possibly approve
 - iii. Resource Development Company protest*-discuss and possible action
- b. Samoa Peninsula Waterline Right-of-Way Maintenance Project EIR-status report
- c. Essex Onsite Sodium Hypochlorite Generation Project-status report
- d. Collector Mainline Redundancy-status report
- e. Matthews Dam Advance Assistance Seismic Stability Project*- status report
- f. Status report re: Other engineering work in progress

10.2 Financial

- a. May 2024 Financial Statement & Vendor Detail Report*-discuss and possibly approve
- b. May 2024 Fieldbrook-Glendale contract revenue and Expense Summary*-discuss
- c. Draft Budget Presentation*-discuss
- d. Resolution 2024-05 Tax Appropriations limit*-discuss and possibly approve
- e. Workplace Violence Prevention Plan*-discuss and possibly approve

**Humboldt Bay Municipal Water
District 828 7th Street, Eureka**
Agenda for Regular Meeting of the Board of Directors
June 13, 2024
Meeting Start Time: 9:00 AM



-
-
- f. Audit Services for the year ended June 30, 2023 (FY22/23)-*discuss and possibly approve

- 10.3 **Operations**

- a. May Operations Report*-discuss

- 10.4 **Management**

- a. Trinity County LHMP comment period*-discuss
- b. GM recruitment*-discuss

11. DIRECTOR REPORTS & DISCUSSION

- 11.1 **General – comments or reports from Directors**

- 11.2 **ACWA**

- Director Report, if any

- 11.3 **ACWA – JPIA**

- Director Report, if any

- 11.4 **Organizations on which HBMWD Serves**

- a. RCEA*– report out
- b. RREDC*– report out

ADJOURNMENT

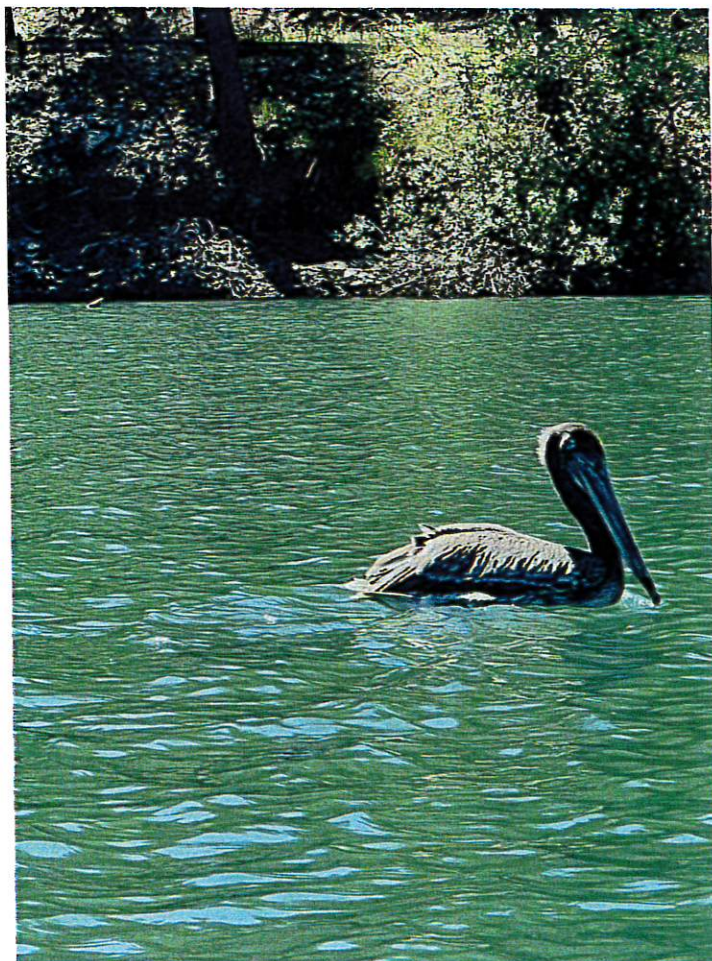
ADA compliance statement: In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact the District office at (707) 443-5018. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (Posted and mailed June 7, 2024.)



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

Board of Directors Meeting

June 13, 2024



Pelican at Ruth Lake
Photo by Sarah Acorn

MINUTES

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



**Minutes for Regular Meeting of the Board of Directors
May 16, 2024**

1. ROLL CALL

President Latt called the meeting to order at 9:01 am. Director Rupp conducted the roll call. Directors Latt, Lindberg, Rupp, and Woo were present. Director Fuller attended via Zoom due to illness. General Manager John Friedenbach, Superintendent Dale Davidsen, Business Manager Chris Harris, and Board Secretary Contessa Dickson were present. District Engineer Nate Stevens was present for a portion of the meeting.

2. FLAG SALUTE

President Latt led the flag salute.

3. ACCEPT AGENDA

ACTION: Motion to accept Agenda

Maker: Director Rupp Second: Director Woo by Roll Call Vote: 5-0 to approve

4. PUBLIC COMMENT

No public comment was received.

5. MINUTES

a. April 11, 2024, Regular Board Meeting Minutes

ACTION: Motion to accept April 11, 2024 Minutes

Maker: Director Rupp Second: Director Lindberg by Roll Call Vote: 5-0 to approve as amended

Director Woo suggested an abbreviation edit on item 9.a new business, City of Arcata RDA compensation agreement.

b. April 29, 2024, Special Board Meeting Minutes

ACTION: Motion to accept April 29, 2024 Minutes

Maker: Director Woo Second: Director Lindberg by Roll Call Vote: 5-0 to approve as amended

Director Fuller suggested a spelling edit on item 5.1.b, 1707 CEQA Notice of Exemption, categorically be changed to categorical.

6. CONSENT AGENDA

ACTION: Motion to accept Consent Agenda

Maker: Director Woo Second: Director Lindberg by Roll Call Vote: 5-0 to approve consent minus items c and e

Director Rupp requested item 6.c and 6.e be pulled from the packet. Following a discussion of 6.c and 6.e, on a motion by Director Woo, seconded by Director Rupp, by roll call vote, the Board voted 5-0 to accept items 6c and 6.e.

7. CONTINUING BUSINESS

7.1 Water Resource Planning— Status report on water use options under consideration

a. Local Sales

i. Nordic Aquafarms

Non Action item

No update reported.

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



**Minutes for Regular Meeting of the Board of Directors
May 16, 2024**

ii. Trinidad Rancheria Mainline Extension

Non Action item

Mr. Friedenbach stated the RFP is moving forward.

iii. Blue Lake Rancheria Mainline Extension

Non Action item

The lateral pipe route is in the process of being evaluated.

iv. Offshore Wind Heavy Lift Multipurpose Marine Terminal Project

Non Action item

Staff continue to wait for the total water demand estimates from the Harbor District.

b. Transport

Non Action item

No update was reported.

c. Instream Flow

Non Action Item

District staff with legal counsel's review have incorporated the edits suggested by directors at the April 29 Special Board meeting. The CEQA Notice of Exemption was filed with the State Clearing House, SCH #2024041320.

7.2 McNamara & Peepe

Director Woo recused herself due to a conflict of interest.

a. Status update

i. Monthly Summary Report

Non Action item

DTSC sent comments on the 2023 site investigation report to SHN and is waiting for a revised report. DTSC reviewed and approved the December 2023 stormwater sampling report which is available on Envirostor.

ii. Quarterly virtual meeting rescheduled to May 29, 2024

Non Action item

The virtual quarterly update meeting was rescheduled from April 30 to May 29.

b. Site maps & historical sampling results (stormwater and well water)

Non Action item

These were included for informational purposes. Director Lindberg noted a discrepancy in the data in two tables. Mr. Friedenbach stated that he can bring the discrepancy to SHN's attention at the next meeting.

8. NEW BUSINESS

a. Directors attending CSDA's 2024 SDLA Conference

ACTION: Motion to approve Directors' attendance at 2024 CSDA SDLA Conference

Maker: Director Rupp Second: Director Lindberg by Roll Call Vote: 5-0 to approve

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



**Minutes for Regular Meeting of the Board of Directors
May 16, 2024**

Mr. Friedenbach discussed the CSDA Special District Leadership Academy (SDLA) Conference and gave a brief background. Staff recommends that the board authorize and pay the expenses for any Directors who desire to attend the CSDA's SDLA conference November 3-6, 2024 in San Rafael.

b. NIMS/SEMS Training

ACTION: Motion to approve NIMS/SEMS training

Maker: Director Rupp **Second:** Director Lindberg **by Roll Call Vote:** 5-0 to approve

After the 2019 EAP tabletop and functional exercises the need for staff training in the ICS, NIMS and SEMS incident command structures was identified. In the unlikely event of Dam failure, flood or earthquake, it is imperative District employees have training and knowledge of communication procedures to follow. Staff recommended the Board require all employees including Board members take the minimum awareness courses ICS 100 by August 31, 2024 and complete ICS 700 at a later date along with other courses as appropriate for the employee's assigned responsibilities under the ICS training pyramid.

c. Director Vacancy

Non Action item

At the April Board meeting Director Latt announced his intent to step down in the near future. Mr. Friedenbach discussed the process and next steps in filling a Director vacancy.

Public comment was received via Zoom:

John Woolley recently heard about Director Latt's impending vacancy. Stating he has had history in working in special districts. He wanted to express his interest in the position and his possible interest in applying for the position.

9. REPORTS (from STAFF)

9.1 Engineering

a. Reservoirs Seismic Retrofit Project

Non Action item

This past month the designs for the Samoa and Korblex reservoir retrofit projects were completed, both projects were advertised for bid with a bid closing date of May 31, 2024.

b. Samoa Peninsula Waterline Right-of-Way Maintenance Project EIR

Non Action item

Mr. Friedenbach stated District and GHD staff met with City of Eureka staff who are willing to partner with the District to investigate potential mitigation locations on City of Eureka owned property on Samoa Peninsula.

c. Essex Onsite Sodium Hypochlorite Generation Project

Non Action item

No update reported.

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



**Minutes for Regular Meeting of the Board of Directors
May 16, 2024**

d. Collector Mainline Redundancy

Non Action Item

Last month staff responded to a Request for Information from Cal OES answering several questions Cal OES had regarding the proposed geotechnical work. Staff have yet to hear back from Cal OES.

e. Matthews Dam Advance Assistance Seismic Stability Project

Non Action Item

This project is still in review with FEMA which was scheduled to be finished in December and has yet to be concluded. Staff received correspondence from FEMA, the day before this Board meeting with concerns regarding spotted owl habitat in the project geographical footprint. Mr. Friedenbach responded refuting the concerns. Mr. Friedenbach received a response from CalOES agreeing with his response the morning of this Board meeting.

f. Status report re: Other engineering work in progress

Non Action item

No update reported.

9.2 Financial

a. April 2024 Financial Statement & Vendor Detail Report

ACTION: Motion to accept April 2024 Financial Statement & Vendor Detail report in the amount of \$481,413.60

Maker: Director Rupp Second: Director Lindberg by Roll Call Vote: 5-0 to approve

Ms. Harris presented the April 2024 financial report. The General Account balance is \$1.3 million. The various investments balance is \$11.3 million. The advanced charges are \$5 million with a general reserve of \$3 million.

b. February 2024 Fieldbrook-Glendale contract revenue and Expense Summary

Non Action item

This section of the report has been broken out for transparency.

c. Presentation and discussion of FY24/25 Budget

Non Action item

Ms. Harris presented the FY24/25 annual Budget introduction. The FY24/25 estimated Municipal Customer charges are \$8,315,604, which is an increase of 3.44%. The Board asked several clarifying questions.

d. Presentation and discussion of proposed Project Budget

Non Action item

Mr. Davidsen presented the proposed FY2024/25 project budget. Both summary and line-item detail. The Directors asked several questions and a productive discussion ensued. Overall, the Board was supportive of the proposed budget and no requests were made to modify the budget.

Humboldt Bay Municipal Water
District 828 7th Street, Eureka



Minutes for Regular Meeting of the Board of Directors
May 16, 2024

e. Fiscal year end 6/30/22 Audit

ACTION: Accept Fiscal year end 6/30/22 audit

Maker: Director Rupp **Second:** Director Woo **by Roll Call Vote:** 5-0 to approve

Director Rupp reported on the May 15, 2024 Audit committee meeting he, Director Lindberg, Michael O'Connor, Ms. Harris, and Mr. Friedenbach attended. Mr. O'Connor attended via Zoom and summarized the financial statements. Director Rupp conveyed the Audit Committee's recommendation that the Board approve the fiscal year ending 6/30/22 audit.

f. Amended Resolution 2024-2 to close inactive County of Humboldt investment accounts

ACTION: Motion to accept amended Resolution 2024-2 to close inactive County of Humboldt investment accounts

Maker: Director Rupp **Second:** Director Lindberg **by Roll Call Vote:** 5-0 to approve

At the April board meeting the Board approved resolution 2024-02 to close three inactive investment accounts held by the County of Humboldt. Staff contacted Humboldt County to close the approved accounts. At that time staff was made aware there was an additional account that needed to be closed. This is an amended Resolution to include that last account.

9.3 Operations

a. April Operations Report:

Non Action item

Mr. Davidsen reported on the April Operations updates.

9.4 Management

a. 2025 UWMP Guidebook update kick-off meeting

Non Action item

Mr. Friedenbach and Ms. Sobol attended the 2025 UWMP guidebook update kick-off meeting. The District is an urban water management agency. Every five years participants must update their Urban Water Management Plans.

b. Biomass article

Non Action item

Director Rupp wanted to bring this topic to the Board's attention.

c. GM Recruitment

Non Action item

At the April 2024 Board meeting the Board directed staff to move forward with the next steps in the General Manager recruitment. Staff sent an interest inquiry to several recruitment firms to assist in the recruitment process. Staff received 6 responses. The Board discussed the firms and which ones they thought would be the best fit. After an in-depth discussion the Board decided to schedule a Special Board meeting for June 4, 2024, at 4:00 pm to interview Tripepi Smith, CPS HR consulting and Bob Murray & Associates.

d. ACWA & ACWA JPIA Conference report out

Non Action item

Mr. Friedenbach reported on his attendance of the ACWA & ACWA JPIA conference.

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



**Minutes for Regular Meeting of the Board of Directors
May 16, 2024**

e. Bill CA AB2639

ACTION: Approval to Send a letter of support for the AB2639 Bill

Maker: Director Lindberg Second: Director Rupp by Roll Call Vote: 4-1 to approve Director Woo voted against

Staff requested the Board approve sending a letter of support for the AB2639 bill.

f. Peninsula Beautification Mural Project

Non Action item

Mr. Friedenbach updated the Board on the Peninsula beautification mural project. He shared renderings of the chosen artists' murals.

10 DIRECTOR REPORTS & DISCUSSION

10.1 General – comments or reports from Directors

No update was reported.

10.2 ACWA

a. Investment Subcommittee report out

Non Action item

Director Rupp reported on his attendance of the investment subcommittee of the ACWA finance committee.

b. Region 1 Board Meeting report out

Non Action item

Director Rupp reported on his attendance of the Region 1 Board meeting at the ACWA conference. He briefly discussed concerns regarding the AB 2614 bill: Water policy: California tribal communities.

c. ACWA Conference report out

Non Action item

Director Rupp reported on his attendance of the ACWA Conference.

10.3 ACWA – JPIA

a. ACWA JPIA Conference report out

Non Action item

Director Rupp reported on his attendance of the ACWA JPIA Conference including an employee benefits committee meeting that was held for the first time at this conference.

b. HR LaBounty Safety Award

Non Action item

The Essex maintenance department won the HR LaBounty Safety Award and it was announced at the ACWA JPIA conference.

10.4 Organizations on which HBMWD Serves

a. RCEA:

Non Action item

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



**Minutes for Regular Meeting of the Board of Directors
May 16, 2024**

Director Woo reported on the Special meeting she attended on April 22, 2024, highlighting the Energy Risk Management Quarterly report.

b. RREDC:

Non Action item

Director Lindberg reported on the April 22, 2024, meeting he attended.

ADJOURNMENT

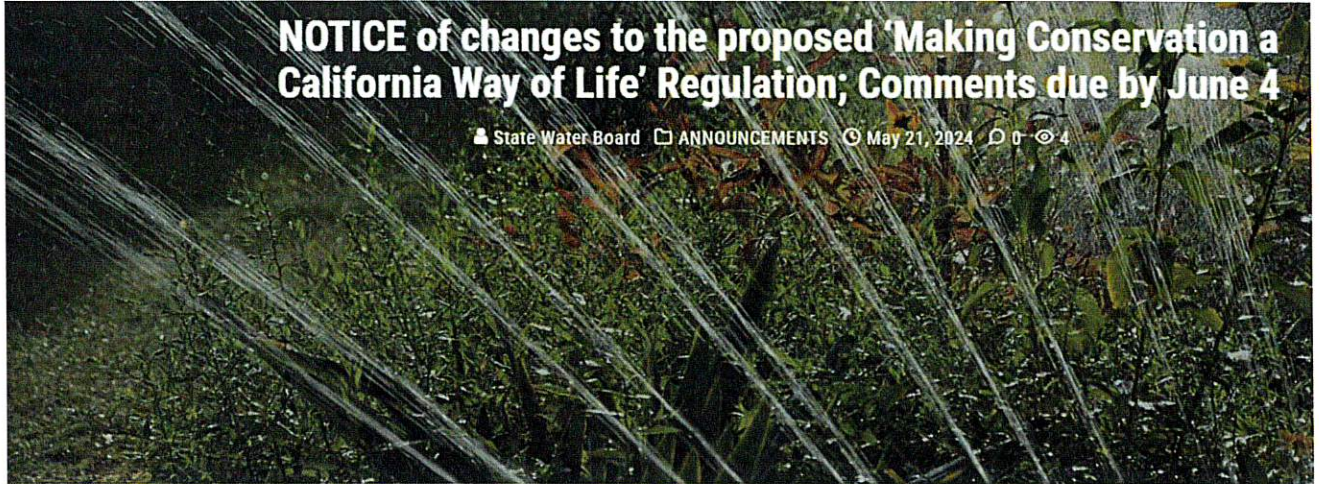
The meeting adjourned at 3:51 pm.

Attest:

Neal Latt, President

J. Bruce Rupp, Secretary/Treasurer

CONSENT



From the State Water Resources Control Board:

Today, the State Water Resources Control Board formally begins a third public comment period for the proposed Making Conservation a Way of Life regulation. **The third public comment period is open from May 20 until June 4, 2024.**

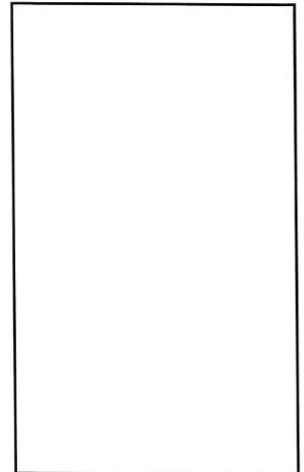


The following documents are available on the [rulemaking webpage](#):

- Notice of Additional Changes to Proposed Regulation (5/20/2024)
- Updated Proposed Text_v3 (5/20/2024)

Written comments may be submitted in accordance the instructions in the attached Notice.

For more information about the proposed regulation, please check out this factsheet and visit the *Conservation as a California Way of Life* webpage: [Making Conservation a California Way of Life Fact Sheet](#)



https://www.waterboards.ca.gov/conservation/regs/water_efficiency_legislation.html#reg-docs

<https://www.waterboards.ca.gov/conservation/regs/docs/2024/fact-sheet-making-conservation-way-life-revised.pdf>



Making Conservation a California Way of Life

What is *Making Conservation a California Way of Life*?

Making Conservation a California Way of Life is a new regulatory framework proposed by State Water Board staff that establishes individualized efficiency goals for each Urban Retail Water Supplier. These goals are based on the unique characteristics of the supplier's service area and give suppliers the flexibility to implement locally appropriate solutions. Once implemented, these goals are expected to reduce urban water use, helping California adapt to the water supply impacts brought on by climate change.

Why is the framework needed?

California has always experienced large swings between dry and wet weather, and due to climate change, these swings are becoming more severe. The recent storms and flooding seen statewide--following years of back-to-back extreme drought--make clear the importance of staying prepared. Hotter and drier periods that are increasing in frequency, reduced snowpack, and drier soils are making our water supplies more vulnerable. As part of the state's all-of-the-above strategy to expand storage, develop new water supplies, and promote more efficient water use, the proposed regulation seeks to cultivate long-term practices that help communities adapt to California's ongoing water challenges and lessen the need for the kinds of emergency water use reduction targets that were important in recent droughts.

Who is impacted by the framework?

In 2018, the California State Legislature passed [Assembly Bill \(AB\) 1668](#) and [Senate Bill \(SB\) 606](#), directing the State Water Board to adopt efficiency standards and also performance measures for commercial, industrial, and institutional water use.

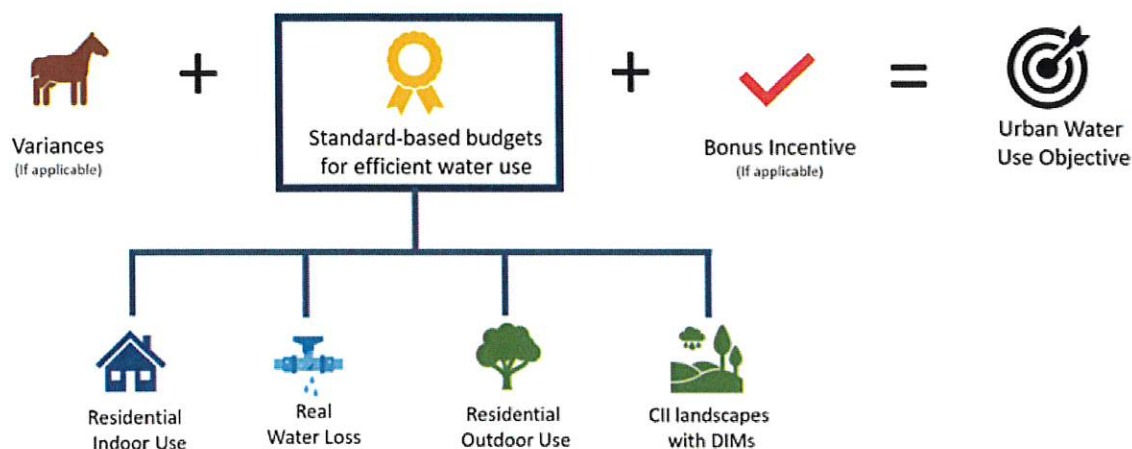
As part of the proposed regulation, *Urban Retail Water Suppliers – not individual households or businesses* – will be held to annual “urban water use objectives.” Urban Retail Water Suppliers are publicly and privately run agencies that deliver water to 95% of Californians. The regulation gives suppliers significant flexibility to meet objectives in a way that works best for them.

To meet annual objectives, suppliers may use a wide variety of tools to encourage customers to use water wisely, indoors and outdoors. Examples include education and outreach, leak detection, rate reform, incentives to plant “climate ready” landscapes, and rebates to replace old and inefficient fixtures and appliances.





How would objectives be calculated?



The proposed regulation would require suppliers to annually calculate their objective, which is the sum of efficiency budgets for a subset of urban water uses: residential indoor water use, residential outdoor water use, real water loss and commercial, industrial and institutional landscapes with dedicated irrigation meters. Each efficiency budget will be calculated using a statewide efficiency standard and local service area characteristics such as population, climate, and landscape area. Where relevant, suppliers may also include in their objective “variances” for unique uses, or a bonus incentive for potable recycled water use.

Suppliers would need to meet the overall objective, not each individual budget. The one exception is the budget for water loss, which was set by a [separate regulation](#).

What else would the framework do?

The proposed regulation would help realize the water savings outlined in California’s [Water Supply Strategy](#), released in 2022. The framework also is expected to result in suppliers making investments and programmatic changes that encourage individuals, businesses, and local governments to adapt how they use water. Such changes have the potential to advance the State Water Board’s mission of preserving, enhancing, and restoring the quality of water resources and the statutory directive to advance California’s climate change mitigation and adaptation goals. Specifically, the transition to climate-ready landscapes may:

- Bolster nature-based solutions.
 - Example: Increase the prevalence of native and pollinator-friendly plants.
- Create healthier soils and divert organic waste from landfills.
 - Example: Increase the use of compost and mulch.



- Advance equity.
 - Examples: Encourage suppliers to reevaluate rate structures and invest in partnerships that reduce urban heat.

What is the process and timeline for the State Water Board to consider adopting the framework?

Looking forward

A second public comment period will begin on March 12 and run through March 27, 2024. A Board workshop will be held on March 20th.

Looking Back

The regular rulemaking process for the proposed regulation to Make Conservation a California Way of Life began on August 18, 2023, and was followed by a public comment period and public hearing.

The standards for efficient residential indoor water use and water loss have already been set. The Legislature set the residential indoor standard in 2022 with the passage of Senate Bill 1157. The State Water Board adopted the water loss standard in early 2023.

Additional information

To learn more about the proposed regulation and upcoming opportunities to participate, visit: <https://waterboards.ca.gov/conservation/framework/>

(This fact sheet was last updated on March 12, 2024.)

Hakai Magazine

Pterygophora kelp grows in new sediment in the Juan de Fuca Strait, off Washington State, after the Elwha River Dam was breached in 2011. Photo courtesy of Ian Miller/Washington Sea Grant

Will Ditching Dams Be the Coastline's Renewal?

In Washington State, scientists studying the Elwha River Delta in the decade since the dam came down have revealed lasting changes—and a healthier ecosystem.

by Natalia Mesa

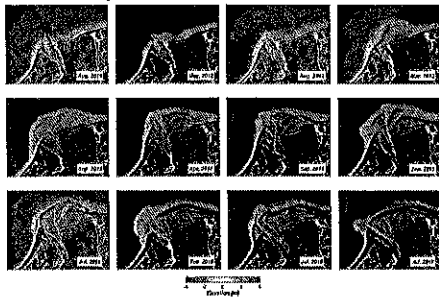
May 21, 2024 | 1,200 words, about 6 minutes

This article was originally published in [High Country News](#), a magazine about the western United States' environment and communities, and is republished here with permission. Read more stories like this at [hcn.org](#).

In late August 2024, Steve Rubin, a fish biologist with the US Geological Survey, will dive into the frigid, briny water of the Juan de Fuca Strait, nearly two kilometers from the mouth of the Elwha River in Washington State. It will be Rubin's 12th dive at the site since the Elwha Dam was breached in 2011, sending a century's worth of accumulated sediment surging downstream.

The megatonnes of sediment that were released by the dam's removal were expected to help rebuild the twists and turns of the Elwha River. But some feared that they might end up suffocating the coastal ecosystems near the delta. During Rubin's first postremoval dive, he documented kelp, algae, invertebrates, and fish. The changes he saw were striking: Where there had been dense kelp forests, there was now bare ocean floor. The water was opaque with suspended sediment. At some dive sites near the delta, he could hardly see his outstretched hand. "It's hard to describe. In some of our sites, there was nothing—literally zero individuals of some of these kelp and algae species,"

Rubin says.



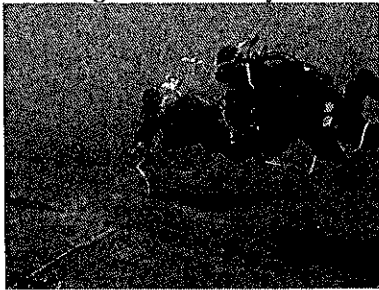
Evolution of the shoreline around the Elwha River mouth before, during, and after dam removal, from 2011 to 2017. Two large dams were removed from the Elwha River between 2011 and 2014, which released more than 20 million tonnes of sediment downstream. These images show the effects of new sediment depositing around the river mouth and being reworked by waves and currents. Image courtesy of Warrick and others/Scientific Reports

The kelp density near the river mouth decreased 77 percent in just a year, a worrisome development that the *Seattle Times* described as a "[kelp Armageddon](#)." The removal of the Glines Canyon Dam, about 13 kilometers upriver of the Elwha River and 23 kilometers from the delta, started in 2013, releasing even more sediment. Kelp continued to decline that year—decreasing by 95 percent since before dam removal.

That wasn't the whole story, though. When Rubin returned in 2015, he saw that, at many of his survey sites, the kelp had started to rebound. In 2018, studies revealed that the density of kelp in these sites resembled preremoval levels.

Researchers believe the initial die-off was due to suspended sediment blotting out much of the sunlight, which kelp needs to grow. Once that sediment settled or washed away, the kelp recovered.

More than a decade after the Elwha Dam's removal, researchers are finally getting a more full picture of its impact on coastal ecosystems. When the dams were breached, the coastline near the river's mouth was completely remodeled. The sediment built stretches of sandy beaches and a series of swirling sandbars that peek above the water's surface. These beaches and bars have allowed water to pool, forming a series of brackish lagoons. Plants and animals quickly colonized the new ecosystem. "It was like seeing a geologic event in a human time frame," says Anne Shaffer, executive director and lead scientist of the Coastal Watershed Institute and affiliate professor at Western Washington University.



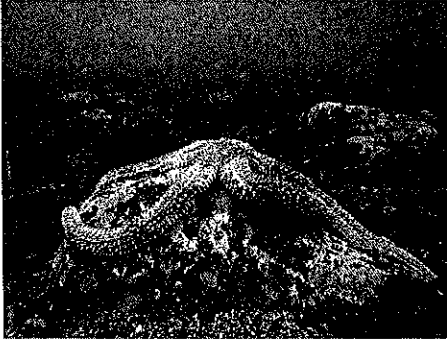
US Geological Survey divers Steve Rubin and Reg Reisenbichler lay out a survey transect. Rubin has completed 11 dives in the Juan de Fuca Strait since the Elwha Dam was breached in 2011. Photo courtesy of Ian Miller/US Geological Survey

Although some of the early arrivals were invasive plants, like dunegrass, yearly surveys reveal that the beaches are now dominated by native plants. The increased turbidity of the water initially decimated invertebrate species, including insects and crabs. But preliminary research led by the Lower Elwha Klallam Tribe shows that since around 2018, invertebrate populations have rebounded, and the species diversity continues to increase.

In late 2023, Rubin, Miller, and their team reported the results of their 11 years of scuba surveys in the journal *Frontiers in Ecology and Evolution*. At some of their survey sites along the delta, there have been lasting changes: the sediment released when the dam came down still covers the coarse, rocky seafloor. "As long as they're buried, it's a different kind of substrate with different species," Rubin says.

But while such sites can't support kelp, other species are finding a home. The Pacific sand lance, a sword-shaped silver fish that buries into soft sediment and is a key food source for salmon, was not seen in these areas before dam removal. "Now, you dive there, and you can barely swing a cat without hitting a sand lance," says Miller. Pacific geoducks and Dungeness crabs have also settled into the sandy depths.

The Elwha shoreline has clearly changed, but it is also undeniably healthier as a whole, says Shaffer, noting that restoration is a long process that takes decades. The removal has reversed the erosion of beaches near the river's mouth, and the river's undamming has transformed them into "a beautiful deltaic habitat," she says. "It's gorgeous." And the salmon have also likely benefited from more than just fish passage in the river: there's been a noticeable increase in the number of surf smelt spawning on the delta's beaches, Shaffer says.



A rainbow sea star and urchins seen by divers during Elwha River Delta surveys in 2023. Preliminary research led by the Lower Elwha Klallam Tribe shows that since around 2018, invertebrate populations have rebounded, and species diversity continues to increase. Photo courtesy of the US Geological Survey

Rubin and Miller also note that dam removal might not be responsible for all the changes seen in the delta since the dams came down. Around 2014, for example, sea star wasting disease decimated the region's starburst-like sunflower stars, while a heatwave starting in 2014 disrupted dozens of marine species, including kelp.

Right now, other researchers are preparing to study the removal of four dams from the Klamath River in southern Oregon and Northern California. As with the Elwha removals, some locals worry that the sediment will harm the coastal ecosystem near the delta. But scientists don't expect trouble: since the Klamath flows into the open ocean, where the currents are strong and fast, the sediment is likely to wash away quickly. As the sediment moves south along the coast, however, it may help to rebuild and bolster beaches eroded by sea level rise, making them more resistant to flooding.

This summer's survey of the Elwha River Delta will be the last of its kind, as the project's funding is set to expire. The delta is still changing and remodeling, so how its newly established communities will evolve in the long run remains uncertain. Even the most persistent sediment deposits may erode in the coming years, decades, or centuries. "The key takeaway is if you remove a dam, you can change the marine ecosystem," Miller says.

Shaffer notes that the Elwha River offers an important lesson for future dam removal projects: conserving and restoring nearshore habitats should not be an afterthought. "The nearshore is a critical zone for fish like salmon and forage fish," she says. "Include your nearshore [in restoration planning]; don't overlook it. When you restore it, things come back quickly."

By **Communications and Publishing** May 21, 2024

Wildfires are a natural process in many ecosystems, but they are increasing in size, severity and frequency in many areas across the United States.

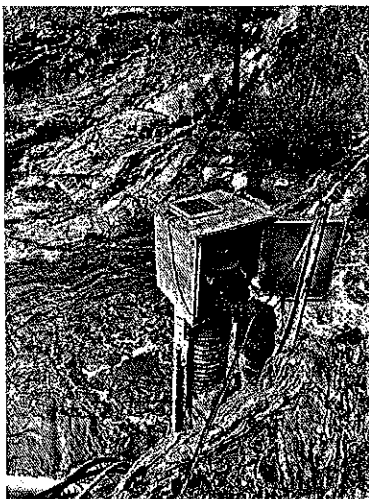
After a wildfire, loss of canopy vegetation and changes to soil properties can occur, which leads to more water flowing over land during rainfall. This can lead to flooding, erosion, and the movement of sediment, ash, pollutants and debris to surface water.

The range of water quality impacts after a wildfire varies, from no noticeable change to large increases in the amount of sediment, nutrients, metals and other constituents. This can result in decreased water quality, loss of reservoir storage capacity, stream habitat degradation and increased treatment costs for drinking water providers.

The most severe water quality impacts are often delayed until high-intensity rainstorms occur, which can happen months to years after a wildfire. This can complicate efforts to collect post-wildfire water quality data, as funding opportunities for data collection have likely diminished by the time the most severe impacts have occurred.

To improve understanding of how wildfires affect water supplies, USGS scientists developed a strategy for selecting water sampling locations and methodologies for data collection, in order to improve the identification of regional insights into wildfire impacts on water quality.

“We don’t currently have enough data to estimate how wildfires affect water quality in different regions,” said Sheila Murphy, USGS research hydrologist and lead author of the study. “Monitoring water quality after wildfires in a strategic, consistent way would help us assess and predict the impact of wildfires on surface waters, which is critical to human and ecosystem health.”



Sources/Usage: Public Domain. [View Media Details](#)

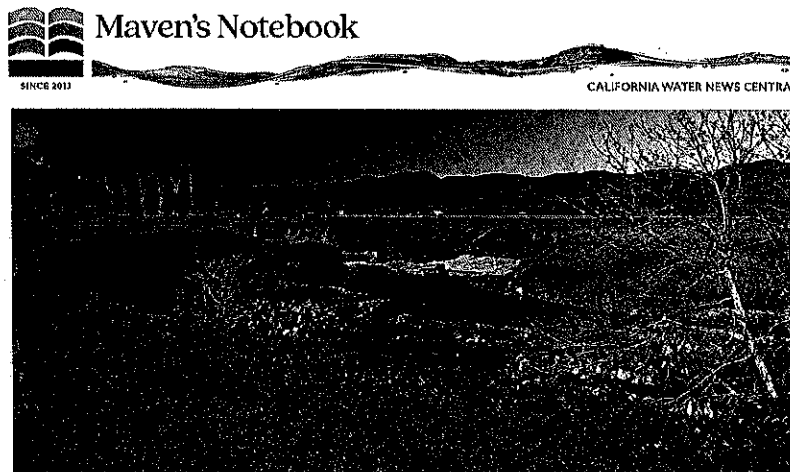
A [USGS streamgage](#) at Gallinas Creek near Montezuma, NM in August 2022. The watershed was burned by the 2022 Calf Canyon/Hermits Peak Fire.

With hundreds of wildfires occurring in watersheds across the country each year, it would be difficult to monitor every stream within or downstream of a burned area. Collecting post-wildfire water quality data from sites that are diverse in climate, land use, geology and vegetation can build a foundation for distinguishing regional differences in impacts to water.

One of the study's key insights is a list of important parameters to measure after a wildfire. These parameters are critical to understanding how post-wildfire water quality impacts humans, wildlife and the environment.

The parameters are divided into two tiers in order to help balance the collection of essential data with fiscal and practical constraints. Parameters in the first tier, which includes water temperature and [turbidity](#) are considered the highest priority for assessing impacts of wildfire on water quality. Parameters in the second tier, such as [alkalinity](#), lay the groundwork for next-generation modeling capabilities but can also substantially increase monitoring costs.

This USGS research can provide water providers, reservoir operators, land managers and emergency response agencies with actionable guidance to prepare for and mitigate against wildfire impacts to water supplies.



Sites would be completely filled to 1.5 million acre-feet of water over the past 2 years if it was operational today.
Press release from the Sites Project Authority



The Sites Project Authority (Authority) announced that at the close of this storm season, Sites Reservoir could have captured in excess of 1.5 million acre-feet of water from early 2023 through April 2024. Based on an analysis of 2023 flows and significant storms this year, it is estimated that Sites Reservoir would be at full capacity today. "We're seeing that Sites would perform as expected during these wet years, saving us much needed new water supply for the dry years," said Fritz Durst, Chair of the Sites Project Authority Board of Directors.

"If Sites were operational today, the project beneficiaries would be heading into summer with additional stored water that they could manage and use when they need it. Having that extra savings account can make a huge difference during dry years that we know are coming."

Sites Reservoir is specifically designed to capture and store water generated during wet periods, like the atmospheric rivers that seasonally make landfall in California, to increase water flexibility, reliability, and resiliency in drier years. Estimates show that since January 2024, Sites Reservoir would have diverted and captured about 840,000 acre-feet of water. This would have been in addition to the about 700,000 acre-feet diverted and captured last year, resulting in a full reservoir headed into this summer. A single acre-foot of water is enough to exceed the average annual indoor and outdoor water use of one to two California households, according to the Water Education Foundation.

The analysis shows that Sites could be filled by safely and protectively diverting a relatively a small portion of Delta outflow, leaving a significant amount of water in the Sacramento River, which then flows into the Delta and serves environmental and other purposes.

"The computer simulations we are able to run on the current, real-world conditions show that Sites will increase water reliability for California and help address the challenges of climate change," added Durst. "We have some big milestones coming over the next year, and we are getting closer to putting shovels in the ground to build this generational project."

Sites is an off-stream reservoir proposed north of the Sacramento-San Joaquin Delta, where it would provide unique water supply and environmental benefits during dry periods, especially during extended drought. Additional information can be found at sitesproject.org/ or on Facebook and Twitter at @SitesProject.

THE SACRAMENTO BEE

CAPITOL ALERT Capitol Alert California's largest reservoir project in decades clears environmental court challenge

BY ARI PLACHTA UPDATED JUNE 04, 2024 4:19 PM

California voters approved the spending of billions on new reservoirs and other water projects through Proposition 1 in 2014. The Sites Reservoir is one plan. Here's how the drought buster is supposed to work. BY SITES RESERVOIR AUTHORITY California is one step closer to building its largest water storage facility in nearly 50 years, after a court ruled in favor of the Sites Reservoir project following a challenge by environmental groups. The Yolo County Superior Court issued the 65 page ruling late last week, marking a possible end to the project's environmental litigation. The relatively quick ruling stands in contrast to a typical, multi-year litigation period under the Environmental Quality Act (CEQA). TOP VIDEOS Top Videos 00:13 02:18 See why this is the most expensive home listed in San Francisco: \$38M Gov. Gavin Newsom accelerated the project's CEQA litigation period in November under an infrastructure streamlining package passed the previous summer. He celebrated the court's ruling in a news release Tuesday. "California needs more water storage, and we have no time to waste — projects like the Sites Reservoir will capture rain and snow runoff to supply millions of homes with clean drinking water," Newsom said. The proposed \$4.5 billion reservoir would inundate nearly 14,000 acres of ranch lands in Glenn and Colusa counties to store water diverted from the Sacramento River through new a system of dams, pipelines and a bridge. With a maximum capacity of 1.5 million acre-feet of water, proponents say Sites will boost storage amid unpredictable climate swings. Critics warn it will threaten river habitat for fish and other wildlife and lead to minimal water storage benefits. The lawsuit against the project was filed by a coalition of environmental groups including Friends of the River, Center for Biological Diversity, Save California Salmon and the Sierra Club. They argued that the project's claimed environmental impacts are underestimated and that the state failed to consider alternatives to achieving its water storage goals. But the court found that the environmental review of the project and consideration of alternatives was sufficient, and within the jurisdiction of the Sites Reservoir Authority. "Sadly, the court found that the Sites final Environmental Impact Report was a legally adequate document," said Keiko Mertz, policy director at Friends of the River. "We still believe there were significant flaws, including that it doesn't provide an alternative that protects fish and wildlife." The coalition of environmental groups have 5 days to appeal the ruling issued Friday. The court ruling marks the first time a CEQA process has been streamlined under Newsom's SB 149, which allows the governor to certify certain projects for judicial fast tracking. Under the law, courts must decide CEQA challenges within 270 days. Sites Reservoir is currently acquiring a multitude of state and federal permits to start construction, which is expected to begin late 2026. That includes a water rights process with the state Water Resources Control Board, which will kick off public hearings later this month. Water rights hearings are scheduled to take place over several days and extend through October.

Read more at: <https://www.sacbee.com/news/politics-government/capitol-alert/article289005314.html#storylink=cpy>

CORRESPONDENCE

H.B.M.W.D. MAY 20 2024

STATE OF CALIFORNIA -- CALIFORNIA NATURAL RESOURCES AGENCY

GAVIN NEWSOM, Governor

DEPARTMENT OF WATER RESOURCES

P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791



May 8, 2024

Mr. John Friedenbach, General Manager
Humboldt Bay Municipal Water District
828 Seventh Street
Eureka, California 95502

Robert W. Matthews Dam, No. 1013
Trinity County

Dear Mr. Friedenbach:

Thank you for the 2023 Dam Safety Surveillance and Monitoring Report transmitted to the Division of Safety of Dams (DSOD) on May 6, 2024. DSOD collects this information to monitor ongoing conditions for dam safety in accordance with Division 3, Part 1, Chapter 4, sections 6101 and 6102.5(b) of the California Water Code. DSOD has reviewed the report and has no comments at this time.

If you have any questions or need additional information, you may contact Area Engineer Michelle Holmes at (916) 565-7814 or me at (916) 565-7813.

Sincerely,

A handwritten signature in cursive script that reads "R. Bowlus".

Russell C. Bowlus, P.E., Regional Engineer
Northern Region
Field Engineering Branch
Division of Safety of Dams



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

828 Seventh Street • Eureka, California 95501-1114

PO Box 95 • Eureka, California 95502-0095

Office 707-443-5018 Essex 707-822-2918

Fax 707-443-5731 707-822-8245

EMAIL OFFICE@HBMWD.COM

Website: www.hbmwd.com

BOARD OF DIRECTORS

NEAL LATT, PRESIDENT

MICHELLE FULLER, VICE-PRESIDENT

J. BRUCE RUPP, SECRETARY-TREASURER

DAVID LINDBERG, ASSISTANT SECRETARY-TREASURER

SHERI WOO, DIRECTOR

GENERAL MANAGER

JOHN FRIEDENBACH

May 30, 2024

Monty Larson
California Department of Fish and Wildlife
Northern Region, Coastal Habitat Conservation
619 2nd Street
Eureka, CA 95501-0494

Re: Subnotification for Routine Maintenance Activities

Dear Mr. Larson:

The purpose of this letter is to provide subnotification to the California Department of Fish and Wildlife (CDFW) for routine maintenance activities, pursuant to Section 3.2.1 of the Long-term Lake and Streambed Alteration Agreement (LTSAA) dated January 6, 2012 between Humboldt Bay Municipal Water District (HBMWD) and the CDFW.

CDFW is accorded 15 working days from the date of this subnotification, to allow sufficient time for CDFW to schedule field and/or office review of the proposed maintenance activity.

Accordingly, the District shall not conduct the below listed activities until after June 21, 2024.

Description of Maintenance Activity

1. The proposed maintenance activities for Collectors 1 and 2.

Collector 1-

- A. Access for pump motor replacement.
- B. Access for replacing power conductors.

Collector 2 –

- A. Access for painting caisson.

2. Station 6 Dredging – This work will consist of the standard dredging of the upstream main channel across the front of the surface water intake to maintain flows across the front of the intake. [River flow conditions will be assessed during August and September to determine if this maintenance activity is required.]

The maintenance activity proposed by HBMWD is authorized by Section 2G of the LTSAA, described as:

"Gaining access to and maintaining Ranney collectors, which may involve building temporary gravel structures in the bed of the Mad River to access the collectors."

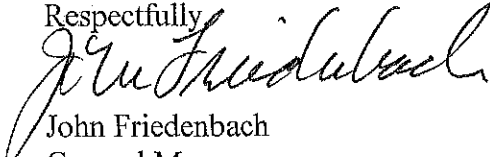
The work around Collectors 1 and 2 will be performed in accordance with the District's *Habitat Conservation Plan for its Mad River Operations, Final Approved April 2004* (HCP). The HCP includes as covered activities "Gaining access to and maintaining Ranney Collectors".

With regards to the HCP mitigation of "to the extent practical, this work will occur during summer low flow conditions...", it is generally the intent to perform the work at Collector 1 during the typical "dry weather period" of between June 15th and October 15th. We expect this work to begin in June and be completed well before October 1st.

These maintenance activities are not anticipated to cause any adverse water quality impacts or streamflow modifications, and as such, are covered activities under the LTSAA.

Thank you for your assistance in facilitating this activity. If we can provide any further information, please feel free to contact me at friedenbach@hbmwd.com or (707) 443-5018.

Respectfully



John Friedenbach
General Manager

Enclosures:

- Site Map showing Collectors 1 and 2 access pad locations (Figures 1 and 2)

cc: Dale Davidsen, HBMWD
Nathan Stevens, GHD

Figure 1

Collector 1 Access Pad location

Image does not represent current May 2024 Mad River flow conditions.

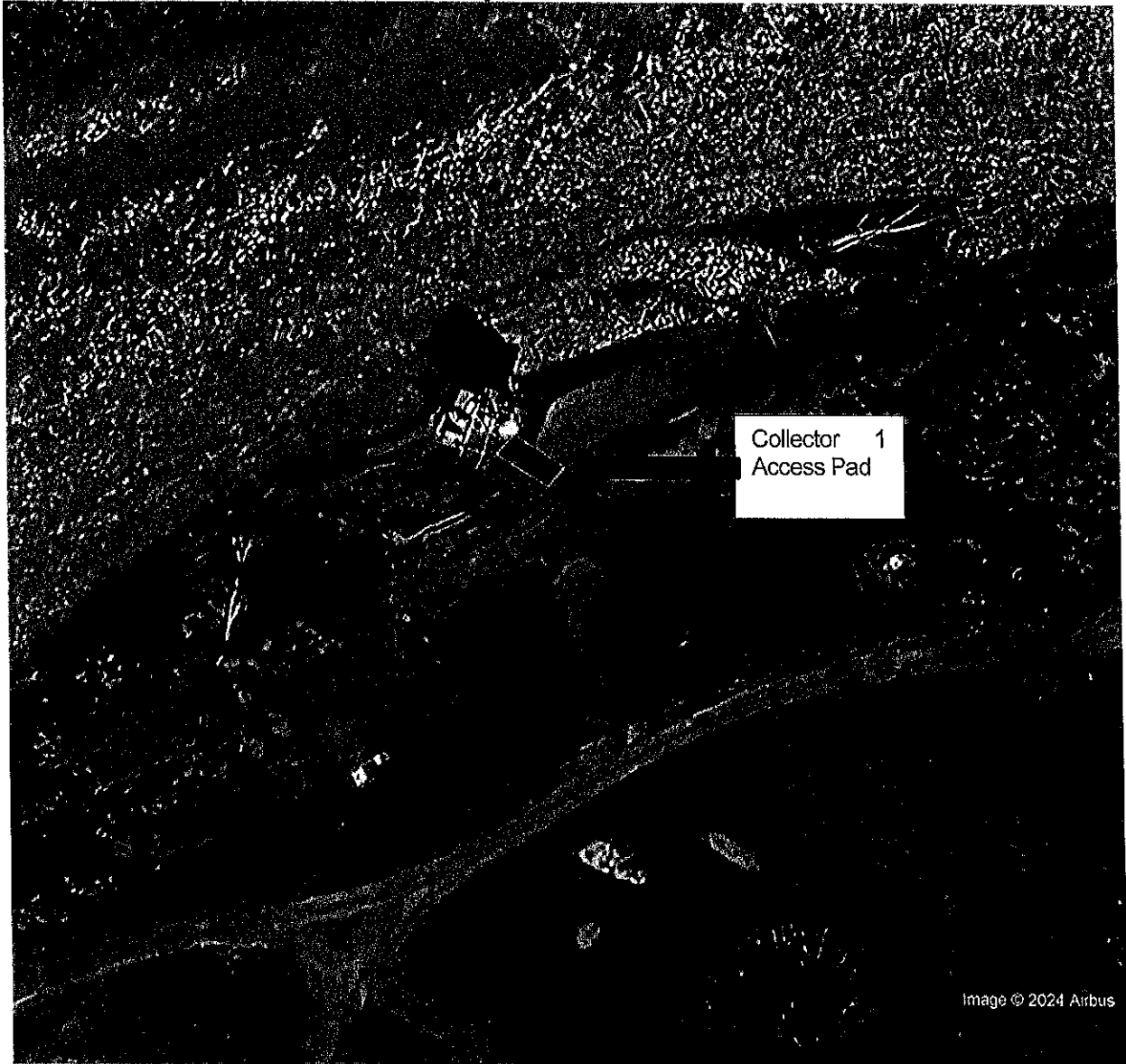
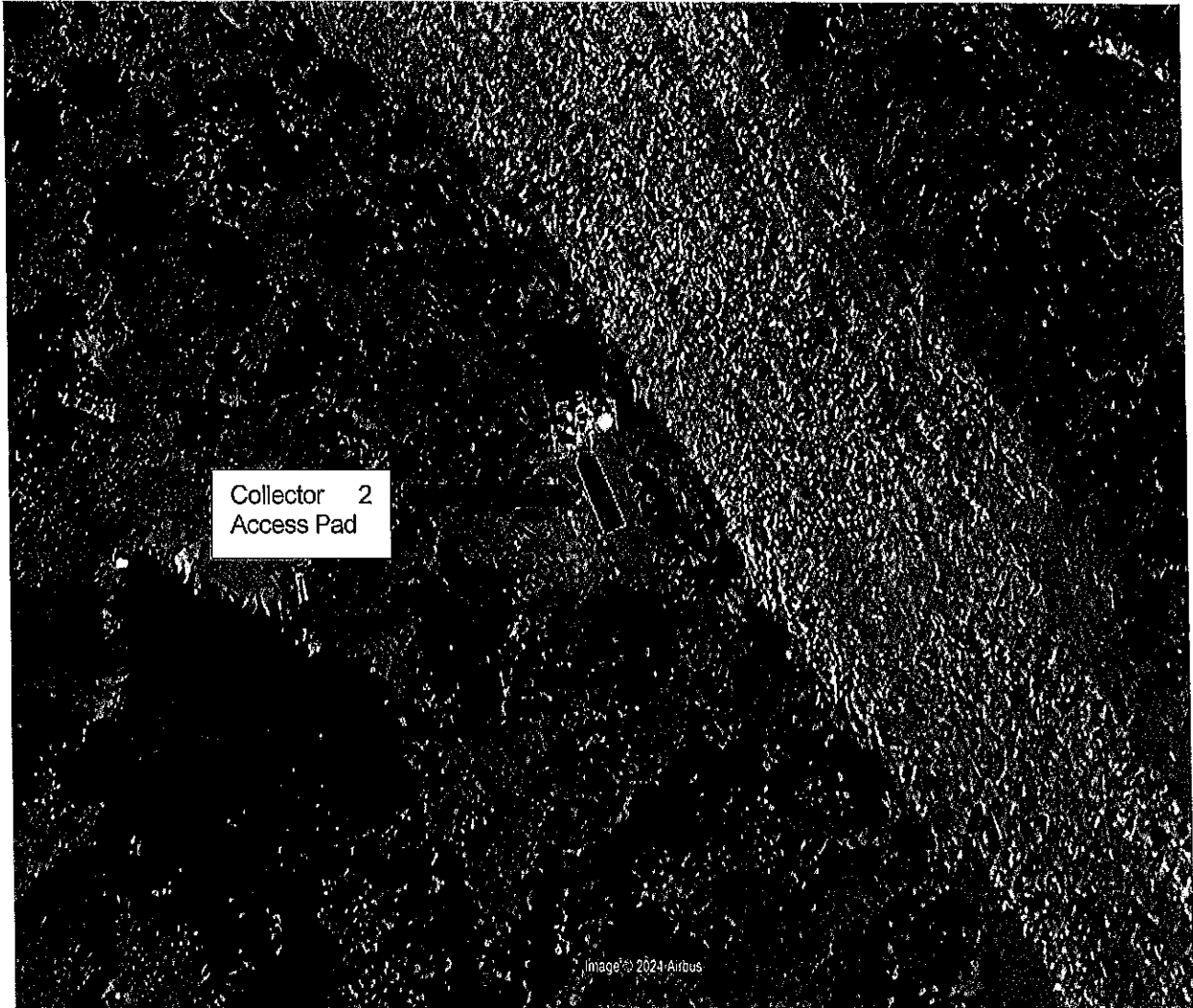


Figure 2

Collector 2 Access Pad location

Image does not represent current May 2024 Mad River flow conditions.



CONTINUING BUSINESS

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

To: Board of Directors
From: John Friedenbach
Date: June 13, 2024
Subject: Water Resource Planning (WRP) – Status Report

.....

The purpose of this memo is to summarize recent activities and introduce next steps for discussion.

1) Top-Tier Water Use Options

a) Local Sales

i) Nordic Aquafarms. No update.

ii) Trinidad Rancheria mainline extension.

Staff attended two meetings concerning the project. One was engineering planning in general and the other was with McKinleyville CSD & engineering specific to the connection point with MCSD. A site visit is scheduled next with engineering. A meeting with the District and Rancheria counsels regarding CEQA is scheduled for early July.

iii) Blue Lake Rancheria mainline extension. No update.

iv) Offshore Wind Heavy Lift Multipurpose Marine Terminal Project. Staff continues to wait for the total water demand estimates from the Harbor District.

b) Transport – no update.

c) Instream Flow Dedication – The committee is drafting an FAQ's sheet to post on our District website. Received from the Humboldt County recorder's office the recorded NOE for the 1707 Petition For Change.

**Department of Toxic Substances Control
Former McNamara and Peepe Lumber Mill
Monthly Summary Report**

May 2024

This monthly summary report summarizes environmental site investigation and remediation activities conducted by the Department of Toxic Substances Control (DTSC) or by their contractor, SHN Consulting Engineers and Geologists, Inc. (SHN) at the former McNamara and Peepe Lumber Mill Site.

a. Actions during this calendar month (May 2024).

- Virtual Quarterly Update Meeting. The virtual quarterly update meeting with DTSC, EPA, Humboldt Bay Municipal Water District, and Humboldt Waterkeeper will be held on May 29, 2024.
- Second Semi-Annual 2023 Groundwater Sampling Report. DTSC reviewed and approved the groundwater sampling report. The final report is available on Envirostor.

b. Planned activities for the next month (June 2024) and beyond.

- 2023 Site Investigation Report of Findings. DTSC sent comments on the 2023 site investigation report to SHN and is waiting for a revised version.
- Data Gap Workplan. The workplan was submitted by SHN and is being reviewed by DTSC.
- March Stormwater Sampling Report. The March stormwater sampling report was submitted by SHN and is being reviewed by DTSC.
- Virtual Quarterly Update Meeting. The virtual quarterly update meeting with DTSC, EPA, Humboldt Bay Municipal Water District, and Humboldt Waterkeeper will be held in July 2024. A date and an agenda will be sent out before the meeting in July.

c. Funding Updates

- Funding. The California budget deficit has resulted in severe cuts in funding for the Cleanup in Vulnerable Communities Initiative, where the McNamara and Peepe site is currently getting its funding. The May revise of the Governor's proposed budget was released on May 15, 2024, and DTSC is still working to understand the distribution of funds.

McNamara and Peepe
Quarterly Meeting Agenda
May 29, 2024

Attendees: DTSC (Marikka Hughes, Ashley Blesio, Vanessa Davis), EPA (Cynthia Ruelas, Patrick Kelly, Harry Beller), Humboldt Bay Municipal Water District (Neal Latt, Michelle Fuller, John Friedenbach), Humboldt Waterkeeper (Jen Kalt), SWAPE (Matt Hagemann)

1. Introduction
2. Updates on McNamara site documents:
 - a. Second Half 2023 GMR
 - b. December 2023 Stormwater Sampling Report
 - c. 2023 Site Investigation Report of Findings
 - d. First Half 2024 GMR
 - e. March Stormwater Sampling Report
3. Update on anonymous tip
4. Future work:
 - a. Data Gap Workplan
 - i. Discuss proposed monitoring well and boring locations
 - b. Funding updates

To file an anonymous complaint with California DTSC
(Department of Toxics and Substance Control)

<https://calepa.my.salesforce-sites.com/complaints/>



Language Preference/Preferencia de Idioma

SELECT AN IMAGE TO REPORT A PROBLEM

Air

Water

Toxic Substances

Pesticides

Solid Waste

Select this Topic:
Toxic Substances
to submit to
DTSC.

IS THIS AN EMERGENCY?

ARE YOU REPORTING WATER WASTE?

IS THIS REGARDING PROPOSITION 65?



Click here to enter Complaint Details.

DTSC website for McNamara & Peepe Lumber Mill (12240115)

1619 Glendale Drive

Humboldt County

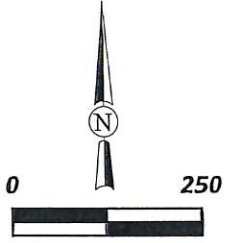
https://www.envirostor.dtsc.ca.gov/public/profile_report?global_id=12240115

EXPLANATION

● STORM WATER
SAMPLE LOCATION

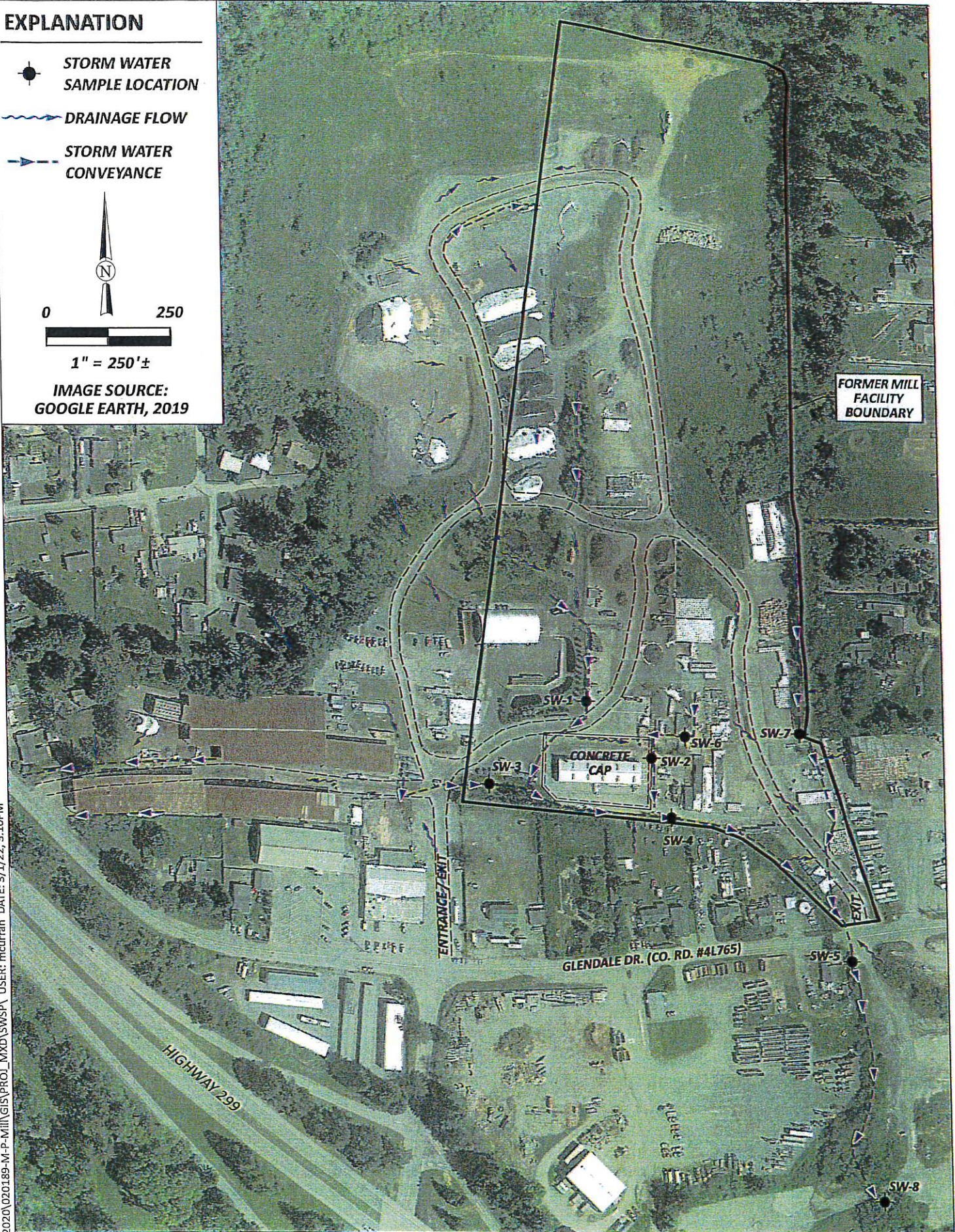
~ DRAINAGE FLOW

—▶ STORM WATER
CONVEYANCE



1" = 250' ±

IMAGE SOURCE:
GOOGLE EARTH, 2019



FORMER MILL
FACILITY
BOUNDARY

ureka\projects\2020\020189-M-P-Mill\GIS\PROJ_MXD\SWSP\ USER: mcurran DATE: 3/1/22, 3:10PM



Former McNamara & Peepe Lumber Mill
Storm Water Sampling Plan
Glendale Drive, Arcata, California

Site Plan with
Storm Water Sample Locations
SHN 020189.050

Nicole Yuen

Stormwater Sample Results, February 2023, Former McNamara and Peepe Lumber Mill, 1619 Glendale Drive, Arcata, California; EnviroStor ID: 12240115

May 19, 2023

Page 3

labeled, immediately placed in an ice-filled cooler, and submitted to the laboratory for analyses under the appropriate chain-of-custody documentation.

Monitoring and sampling equipment was cleaned prior to arriving onsite and between use at each sampling location. Small equipment that required onsite cleaning was washed in a water solution containing Liquinox® cleaner, followed by two distilled-water rinses. Appendix 1 presents field notes for stormwater sample collection.

3.0 Laboratory Analysis

Stormwater samples collected were analyzed for:

- chlorinated phenols (pentachlorophenol [PCP] and tetrachlorophenol [TCP]) by National Council for Air and Stream Improvement, Inc. Method 86.07, and
- chlorinated dibenzodioxins and chlorinated dibenzofurans (dioxins and furans) by U.S. Environmental Protection Agency (EPA) Method 8290A

North Coast Laboratories, Ltd., a state-certified analytical laboratory located in Arcata, California, performed the PCP and TCP analysis. The reporting limit (RL) for each constituent are as follows:

- PCP = 0.3 micrograms per liter (ug/L)
- 2,3,4,6-TCP = 1.0 ug/L

Dioxins were analyzed by Enthalpy Analytical - EDH, a state-certified analytical laboratory located in El Dorado Hills, California. The estimated detection limit (EDL) for 2,3,7,8-tetrachlorobenzene-p-dioxin (TCDD) ranged from 0.466 to 1.36 picograms per liter (pg/L). The method detection limit (MDL) for 2,3,7,8-TCDD analysis for all stormwater samples analyzed was 0.169 pg/L, with the exception of SW-2 and SW-3 with an MDL of 0.170 pg/L.

4.0 Stormwater Sampling Results

Table 1 summarizes the February 27, 2023, stormwater analytical results for dioxins, PCP, and TCP.



Nicole Yuen

Stormwater Sample Results, February 2023, Former McNamara and Peepe Lumber Mill, 1619 Glendale Drive, Arcata, California; EnviroStor ID: 12240115

May 19, 2023

Page 4

**Table 1. Stormwater Analytical Results, February 27, 2023
Former McNamara and Peepe Lumber Mill, Arcata, California**

Sample Location	2,3,7,8-TCDD ^a (pg/L) ^b	2005 WHO TEQ ^c (pg/L)	PCP ^d (ug/L) ^e	TCP ^d (ug/L)
SW-1	<0.714 ^f	0.00	<0.30	<1.0
SW-2	< 1.36	1.73 J ^g	<0.30	<1.0
SW-3	<0.618	0.262 J	<0.30	<1.0
SW-4	<0.597	0.255 J	<0.30	<1.0
SW-5	<0.466	0.483 J	<0.30	<1.0
SW-6	0.805	6.10 J	<0.30	<1.0
SW-7	<0.799	1.66 J	<0.30	<1.0
MCL^h	30	NRⁱ	1.0	NR
PHGs^j	0.05	NR	0.3	NR

^a 2,3,7,8-TCDD: 2,3,7,8-Tetrachlorodibenzodioxin was analyzed in general accordance with EPA Method 8290^b pg/L: picograms per liter^c 2005 WHO TEQ: 2005 World Health Organization's Toxic Equivalency Quotient, TEF calculations. TEQs are J-flagged as they are calculated from one or more result with a J-flag (Analyte concentration below calibration range).^d Pentachlorophenol (PCP) and 2,3,4,6-Tetrachlorophenol (TCP) were analyzed in general accordance with National Council for Air and Stream Improvement, Inc. Method 86.07^e ug/L: micrograms per liter^f <: "less than" the stated laboratory reporting limit for chlorophenols and detection limit for dioxins^g J: The amount detected is below the Reporting Limit/Limit of Quantitation.^h MCL: maximum contaminant level, State Water Resources Control Board, March 13, 2019ⁱ NR: no reference^j PHGs: California public health goals, Office of Environmental Health Hazard Assessment, March 13, 2019

Appendix 2 includes the complete analytical test results, chain-of-custody documentation, and laboratory quality control data. Multipliers used for the 2005 World Health Organization Toxic Equivalency Factors (TEFs) for dioxins and furan compounds are additionally provided in Appendix 2. Historical stormwater sample results for the former McNamara and Peepe Lumber Mill are provided in Appendix 3.

5.0 Discussion of Results

Concentrations of PCP, TCP, or the dioxin congener 2,3,7,8-TCDD were not identified in stormwater samples collected during the February 27, 2023, sampling event above laboratory method detection limits. The stormwater sample collected from location SW-6 did report an estimated maximum potential concentration (EMPC) of 0.805 pg/L for 2,3,7,8-TCDD. TEQs are J-flagged as they are calculated from one or more result with a J-flag (analyte concentration is below the detection limit/limit of quantitation). Analytical results for the most immediate downstream location of the concrete cap (SW-4) indicate no detectable concentrations of 2,3,7,8-TCDD and a TEQ of 0.255 J pg/L.



From 4/9/24 Report.

Historical Stormwater Sample Results

3

Sample Location	Date	2,3,7,8-TCDD ^a (pg/L) ^b	2005 WHO TEQ ^c (pg/L)	PCP ^d (ug/L) ^e	TCP ^d (ug/L)
SW-1	2/18/21	<0.512 ^f	0.0736 J ^g	<0.30	<1.0
	12/15/21	<0.721	0.351 J	<0.30	<1.0
	4/14/22	<0.743	0.181 J	<0.30	<1.0
	12/08/22	<0.592	4.37 J	<0.30	<1.0
	2/27/23	<1.69	0.00	<0.30	<1.0
	12/07/23	<1.69	0.00	<0.30	<1.0
SW-2	2/18/21	<0.609	7.79 J	<0.30	<1.0
	12/15/21	<0.508	2.70 J	<0.30	<1.0
	12/15/21 (F) ^h	<0.645	0.308 J	--	--
	4/14/22	5.18	96.1 J	<0.30	<1.0
	12/08/22	<0.604	2.58 J	<0.30	<1.0
	2/27/23	<1.70	1.73 J	<0.30	<1.0
	12/07/23	<1.69	0.643 J	<0.30	<1.0
SW-3	2/18/21	<0.530	4.44 J	0.099 J	<1.0
	12/15/21	<0.688	6.82 J	0.091 J	<1.0
	4/14/22	<0.745	0.179 J	<0.30	<1.0
	12/08/22	<0.733	4.47 J	<0.30	<1.0
	2/27/23	<1.70	0.262 J	<0.30	<1.0
	12/07/23	<1.69	0.0477 J	<0.30	<1.0
SW-4	2/18/21	<0.459	11.4 J	0.11 J	<1.0
	12/15/21	<0.731	5.87 J	<0.30	<1.0
	12/15/21 (F)	<0.715	0.945 J	--	--
	4/14/22	<0.817	0.233 J	<0.30	<1.0
	12/08/22	<0.715	3.30 J	<0.30	<1.0
	2/27/23	<1.69	0.255 J	<0.30	<1.0
	12/07/23	<1.69	0.945 J	<0.30	<1.0
SW-5	2/18/21	<0.762	8.04 J	0.14 J	<1.0
	12/15/21	<0.602	4.06 J	<0.30	<1.0
	12/15/21 (F)	<0.785	1.39 J	--	--
	4/14/22	<0.697	3.74 J	<0.30	<1.0
	12/08/22	1.55 J	19.1 J	<0.30	<1.0
	2/27/23	<1.69	0.483 J	<0.30	<1.0
	12/07/23	<1.70	1.67 J	<0.30	<1.0



Sample Location	Date	2,3,7,8-TCDD ^a (pg/L) ^b	2005 WHO TEQ ^c (pg/L)	PCP ^d (ug/L) ^e	TCP ^d (ug/L)
SW-6	12/15/21	5.12	63.9 J	<0.30	<1.0
	12/15/21 (F)	<0.713	0.0572 J	--	--
	4/14/22	4.95	121 J	0.48	<1.0
	12/08/22	<0.700	8.54 J	<0.30	<1.0
	2/27/23	<1.69	6.10 J	<0.30	<1.0
	12/07/23	<1.70	1.36 J	<0.30	<1.0
SW-7	12/15/21	<0.634	4.87 J	0.21 J	<1.0
	12/15/21 (F)	<0.728	0.970 J	--	--
	4/14/22	<0.771	0.317 J	0.15 J	<1.0
	12/08/22	2.59 J	36.8 J	0.12 J	<1.0
	2/27/23	<1.69	1.66 J	<0.30	<1.0
	12/07/23	<1.70	3.23 J	0.31	<1.0
SW-8	12/15/21	<0.797	3.80 J	<0.30	<1.0
	12/15/21 (F)	<0.733	2.38 J	--	--
	4/14/22	<0.715	1.35 J	<0.30	<1.0
MCLⁱ		30	NR^j	1.0	NR
PHGs^k		0.05	NR	0.3	NR

^a 2,3,7,8-TCDD: 2,3,7,8-Tetrachlorodibenzodioxin was analyzed in general accordance with EPA Method 8290

^b pg/L: picograms per liter

^c 2005 WHO TEQ: 2005 World Health Organization's Toxic Equivalency Quotient, TEF calculations. TEQs are J-flagged as they are calculated from one or more result with a J-flag (Analyte concentration below calibration range).

^d Pentachlorophenol (PCP) and 2,3,4,6-Tetrachlorophenol (TCP) were analyzed in general accordance with National Council for Air and Stream Improvement, Inc. Method 86.07

^e ug/L: micrograms per liter

^f <: "less than" the stated laboratory method detection limit

^g J: Result is less than the RL but greater than the MDL. The reported concentration is an estimated value.

^h (F): Field filtration prior to sample collection using a new 0.45-micron filter

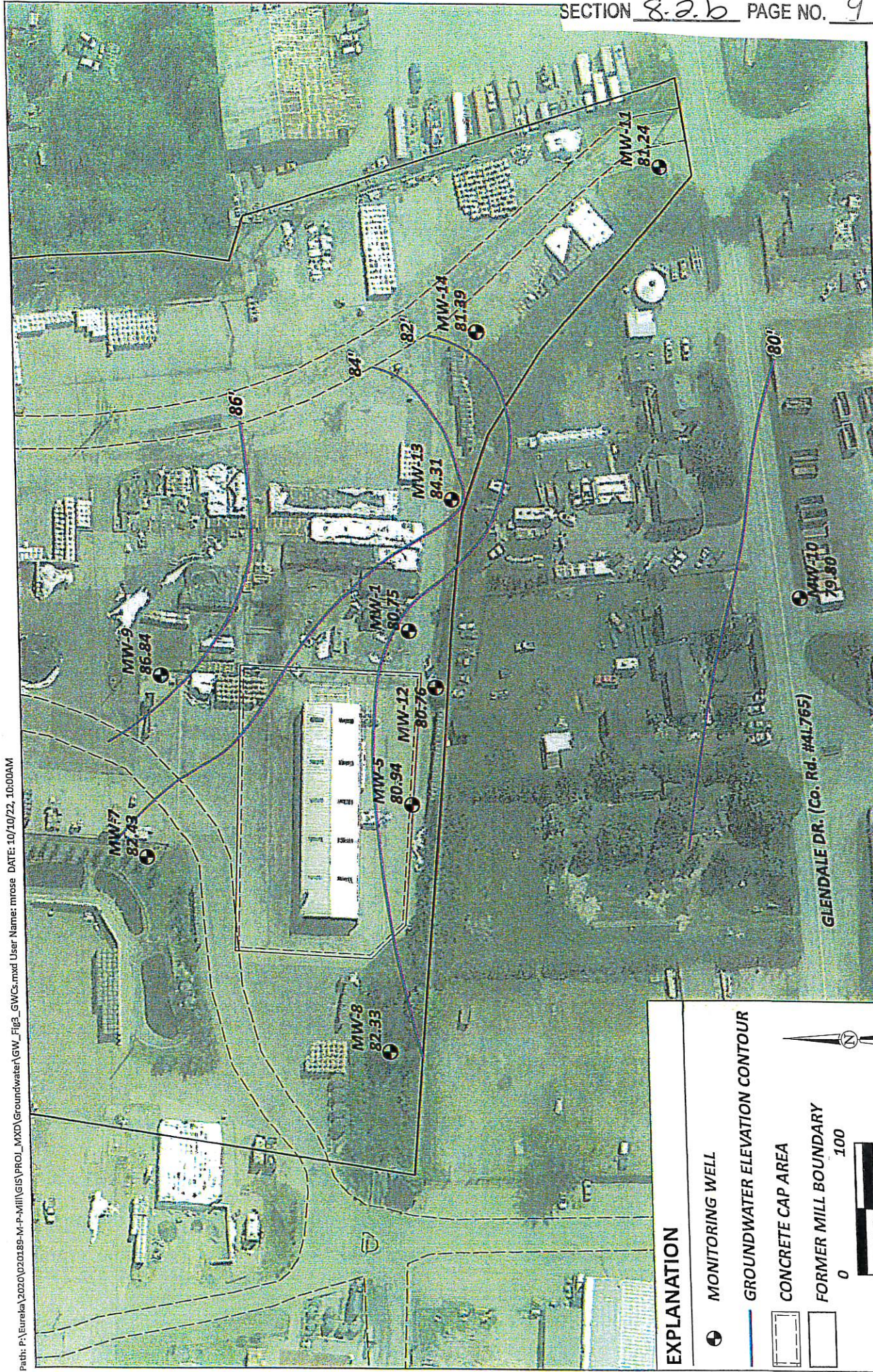
ⁱ MCL: maximum contaminant level, State Water Resources Control Board, March 13, 2019

^j NR: no reference

^k PHGs: California public health goals, Office of Environmental Health Hazard Assessment, March 13, 2019



Path: P:\Eureka\2020\020189-M-P-Mill\GIS\PROJ_MXD\Groundwater\GW_Fig3_GWCS.mxd User Name: mrose DATE: 10/10/22, 10:00AM



EXPLANATION

- MONITORING WELL
- GROUNDWATER ELEVATION CONTOUR
- ▭ CONCRETE CAP AREA
- ▭ FORMER MILL BOUNDARY

0 100
1" = 100' ±

North Arrow

Former McNamara & Peepe Lumber Mill
 Groundwater Monitoring
 1619 Glendale Drive, Arcata, California

Groundwater Elevation Contours
 August 23, 2022
 SHN 020189.030

GW_Fig3_GWCS
 October 2022

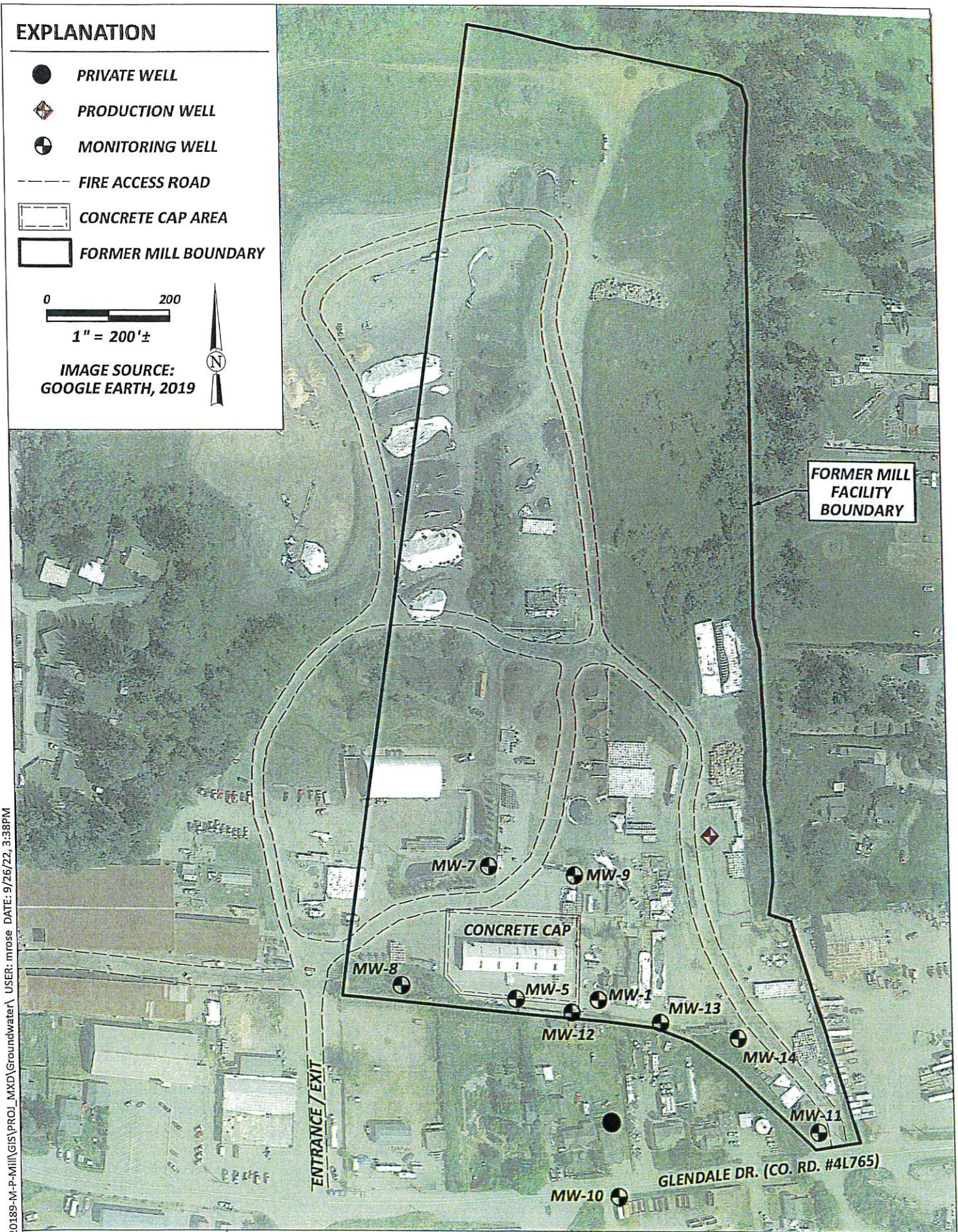
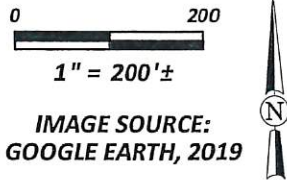
Figure 3

Image Source:
 Google Earth, 2019



EXPLANATION

- PRIVATE WELL
- ◆ PRODUCTION WELL
- ⊕ MONITORING WELL
- FIRE ACCESS ROAD
- ▭ CONCRETE CAP AREA
- ▭ FORMER MILL BOUNDARY



I:\projects\2020\020189-M-P-Mill\GIS\PROJ_MXD\Groundwater\ USER: mrose DATE: 9/26/22, 3:38PM

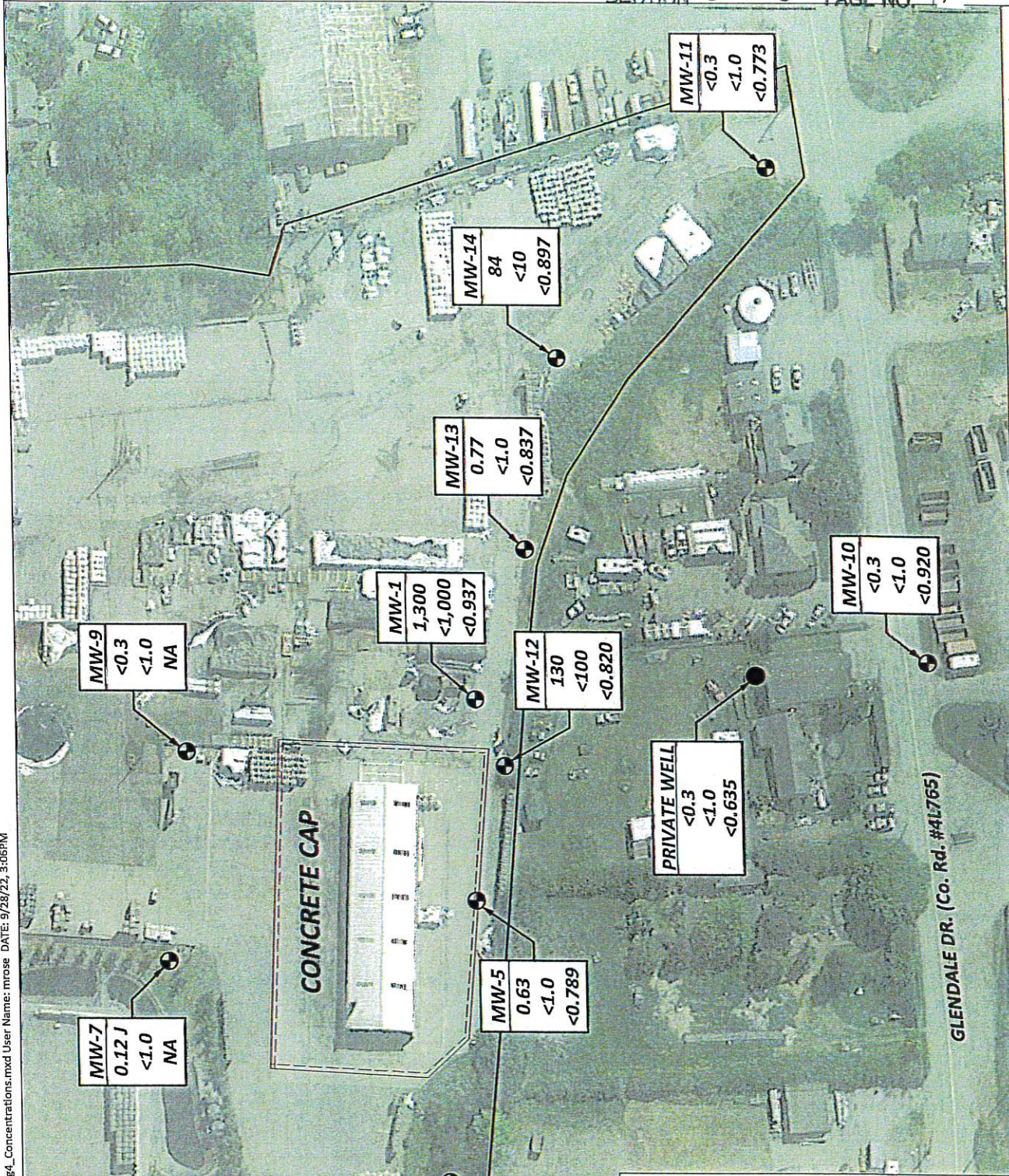


Former McNamara & Peepe Lumber Mill
 Groundwater Monitoring
 1619 Glendale Drive, Arcata, California

Site Plan

SHN 020189.030

th: P:\Eureka\2020\020189-M-P-Mill\GIS\PROJ_MXD\Groundwater\GW_Fig4_Concentrations.mxd User Name: mrose DATE: 9/28/22, 3:06PM



EXPLANATION

- PRIVATE WELL
- ⊕ MONITORING WELL LOCATION
- ▭ CONCRETE CAP AREA
- ▭ FORMER MILL BOUNDARY

MW-5	MONITORING WELL LOCATION
<0.30	PCP (ug/L)
<1.0	TCP (ug/L)
<0.539	2,3,7,8-TCDD (pg/L)

0 100
1" = 100' ±

Former McNamara & Peepe Lumber Mill
Groundwater Monitoring
1619 Glendale Drive, Arcata, California
September 2022
GW_Fig4_Concentrations

Select Groundwater Concentrations
August 23, 2022
SHN 020189.030
Figure 4



**Table 2. Groundwater Analytical Results, August 23, 2022
Former McNamara and Peepe Lumber Mill, Arcata, California**

Sample Location	2,3,7,8-TCDD ^a (pg/L)	2005 WHO TEQ ^b (pg/L)	PCP ^c (ug/L) ^d	TCP ^c (ug/L)
MW-1	<0.937 ^e	34.0	1,300^f	<1,000 ^g
MW-5	<0.789	0.0104	0.63	<1.0
MW-7	NA ^h	NA	0.12^j	<1.0
MW-8	NA	NA	<0.3	<1.0
MW-9	NA	NA	<0.3	<1.0
MW-10	<0.920	2.40	<0.3	<1.0
MW-11	<0.773	0.0669	<0.3	<1.0
MW-12	<0.820	0.00513	130	<100 ^g
MW-13	<0.837	0.00408	0.77	<1.0
MW-14	<0.897	0.671	84	<10 ^g
Dup (MW-10)	<0.956	2.11	<0.3	<1.0
Private Well	<0.635	0.0	<0.3	<1.0
MCL^j	30	NR^k	1.0	NR
PHGs^l	0.05	NR	0.3	NR

^a 2,3,7,8-TCDD: 2,3,7,8-Tetrachlorodibenzodioxin was analyzed in general accordance with EPA Method 8290

^b 2005 WHO TEQ: 2005 World Health Organization's Toxic Equivalency Factor

^c Pentachlorophenol (PCP) and 2,3,4,6-Tetrachlorophenol (TCP) were analyzed in general accordance with National Council for Air and Stream Improvement, Inc. Method 86.07.

^d ug/L: micrograms per liter

^e <: "less than" the stated method detection limit

^f **Bold** values indicate an exceedance of the MCL or PHGs.

^g Sample was diluted due to the level of target analytes present in the sample. The method reporting limit was raised to reflect the required dilution.

^h NA: not analyzed

^j **J**: Result is less than the reporting limit but greater than or equal to the method detection limit and the concentration is an approximate value.

^j MCL: maximum contaminant level, State Water Resources Control Board (March 13, 2019).

^k NR: no reference

^l PHGs: California public health goals, Office of Environmental Health Hazard Assessment (March 13, 2019).

Samples from monitoring wells MW-1, MW-12, and MW-14 were diluted by the testing laboratory (NCL) due to the level of target analytes present in the sample (PCP). As a result, the MDLs were raised to reflect the required dilution. Appendix 3 includes the complete analytical test results, chain-of-custody documentation, and laboratory quality control data.

4.3 Field Measured Parameters

Measurements for groundwater field parameters collected from site wells during the August 2022 sampling event are included in Table 3.



Table 2-3 Groundwater Analytical Results 2015 to 2023													
Well Name	Date	PCP	TCP	Chromium	Hexavalent Chromium	Nitrate	Total Iron	Ferrous Iron	Arsenic	Sulfate	Chloride	TPH	VOCs (DIPs)
	Units			µg/L		mg/L		µg/L		mg/L			µg/L
MW-1	5/13/2015	650 ^a	14	--	--	--	--	--	--	--	--	--	--
	5/13/2015 (FD)	560 ^a	12	--	--	--	--	--	--	--	--	--	--
	11/11/2015	610 ^a	120	--	--	--	--	--	--	--	--	--	--
	11/11/2015 (FD)	670 ^a	120	--	--	--	--	--	--	--	--	--	--
	5/23/2016	830 ^a	7.4	--	--	--	--	--	--	--	--	--	--
	5/23/2016 (FD)	1,100 ^a	8	--	--	--	--	--	--	--	--	--	--
	12/14/2016	1.2 ^a	<1.0	<5.0	<5.0	0.99	25	<100	<10	18	19	--	--
	12/14/2016 (FD)	1.2 ^a	<1.0	--	--	--	--	--	--	--	--	--	--
	5/8/2017	570 ^a	8.4	--	--	--	--	--	--	--	--	--	--
	5/8/2017 (FD)	530 ^a	7.9	--	--	--	--	--	--	--	--	--	--
	8/21/2019	1,200 ^a	29	--	<1.0	--	--	--	--	--	--	740 AJ	1.7
	3/5/2021	460 ^a	5.8	--	--	--	--	--	--	--	--	--	--
	2/22/2022	920 ^a	9.7	--	--	--	--	--	--	--	--	--	--
	8/23/2022	1300 ^a	<1,000 B9	--	--	--	--	--	--	--	--	--	--
	2/22/2023	0.34 ^b	<1.0	--	--	--	--	--	--	--	--	--	--
	MW-5	5/13/2015	35 ^a	4.3	--	--	--	--	--	--	--	--	--
11/11/2015		69 ^a	3.3	--	--	--	--	--	--	--	--	--	--
5/23/2016		56 ^a	1.6	--	--	--	--	--	--	--	--	--	--
12/14/2016		39 ^a	2.3	<5.0	<5.0	<0.10	330	600	<10	12	45	--	--
5/8/2017		46 ^a	2.3	--	--	--	--	--	--	--	--	--	--
8/21/2019		--	--	--	--	--	--	--	--	--	--	--	--
3/5/2021		18	<1.0	--	--	--	--	--	--	--	--	--	--
2/22/2022		19	1.1	--	--	--	--	--	--	--	--	--	--
8/23/2022		0.63	<1.0	--	--	--	--	--	--	--	--	--	--
2/22/2023		9.5 ^a	0.65 J	--	--	--	--	--	--	--	--	--	--
5/13/2015		0.39	<1.0	--	--	--	--	--	--	--	--	--	--
11/11/2015		<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
5/23/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
12/14/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
5/8/2017	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
8/21/2019	<0.3	<1.0	--	<1.0	--	--	--	--	--	--	<50	<0.5	
3/5/2021	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
2/22/2022	0.26 J	<1.0	--	--	--	--	--	--	--	--	--	--	
8/23/2022	0.12 J	<1.0	--	--	--	--	--	--	--	--	--	--	
2/22/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
MW-8	5/13/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	11/11/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	5/23/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	12/14/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	5/8/2017	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	8/21/2019	<0.3	<1.0	--	--	--	--	--	--	--	--	--	<0.5
	3/5/2021	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	2/22/2022	0.13 J	<1.0	--	--	--	--	--	--	--	--	--	--
	8/23/2022	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	2/22/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
MW-9	5/13/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	11/11/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	5/23/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	12/14/2016	<0.3	<1.0	<5.0	<5.0	1.1	<15	<100	--	1.9	10	--	--
	5/8/2017	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	8/21/2019	<0.3	<1.0	--	--	--	--	--	--	--	--	--	<0.5
	3/5/2021	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	2/22/2022	0.21 J	<1.0	--	--	--	--	--	--	--	--	--	--
	8/23/2022	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	2/22/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
MW-10	5/13/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	11/11/2015	<0.6	<2.0	--	--	--	--	--	--	--	--	--	--
	5/23/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	12/14/2016	<0.3	<1.0	<5.0	<5.0	0.11	58	<100	<10	1.5	0.96	--	--
	5/8/2017	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	8/21/2019	<0.3	<1.0	--	<1.0	--	--	--	--	--	--	280 AJ	<0.5
	8/21/2019 (FD)	<0.3	<1.0	--	<1.0	--	--	--	--	--	--	210 AJ	<0.5
	3/5/2021	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	3/5/2021 (FD)	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	2/22/2022	0.12 J	<1.0	--	--	--	--	--	--	--	--	--	--
	2/22/2022 (FD)	0.26 J	<1.0	--	--	--	--	--	--	--	--	--	--
	8/23/2022	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	8/23/2022 (FD)	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	2/22/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
2/22/2023 (FD)	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
MW-11	5/13/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	11/11/2015	0.67	<1.0	--	--	--	--	--	--	--	--	--	--
	5/23/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	12/14/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	5/8/2017	1.8 ^a	<1.0	--	--	--	--	--	--	--	--	--	--
	8/21/2019	<0.3	<1.0	--	--	--	--	--	--	--	--	--	<0.5
	3/5/2021	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	2/22/2022	0.14 J	<1.0	--	--	--	--	--	--	--	--	--	--
	8/23/2022	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	2/22/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
MW-12	5/13/2015	52 ^a	<1.0	--	--	--	--	--	--	--	--	--	--
	11/11/2015	51 ^a	<1.0	--	--	--	--	--	--	--	--	--	--
	5/23/2016	120 ^a	<1.0	--	--	--	--	--	--	--	--	--	--
	12/14/2016	46 ^a	<1.0	<5.0	<5.0	0.13	<15	<100	<10	5.4	28	--	--
	5/8/2017	81 ^a	<1.0	--	--	--	--	--	--	--	--	--	--
	8/21/2019	110 ^a	1.7	--	--	--	--	--	--	--	--	--	--
	3/5/2021	120 ^a	<1.0	--	--	--	--	--	--	--	--	--	--
	2/22/2022	120 ^a	0.49 J	--	--	--	--	--	--	--	--	--	--
	8/23/2022	130 ^a	<100 B9	--	--	--	--	--	--	--	--	--	--
	2/22/2023	9.4 ^a	0.61 J	--	--	--	--	--	--	--	--	--	--
MW-13	2/22/2022	0.27 J	<1.0	--	--	--	--	--	--	--	--	--	--
	8/23/2022	0.77	<1.0	--	--	--	--	--	--	--	--	--	--
MW-14	2/22/2022	0.17 J	<1.0	--	--	--	--	--	--	--	--	--	--
	8/23/2022	85 ^a	1.7	--	--	--	--	--	--	--	--	--	--
MW-14	8/23/2022	84 ^a	<10 B9	--	--	--	--	--	--	--	--	--	--
	2/22/2023	48 ^a	<1.0	--	--	--	--	--	--	--	--	--	--

NEW BUSINESS

June 3, 2024

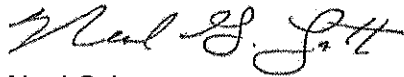
Humboldt Bay Municipal Water District
828 Seventh Street
Eureka, CA 95501

Dear Fellow HBMWD Directors,

My family and I expect to close escrow on the sale of our primary residence in Henderson Center, Eureka on June 10 and complete our move-out to Ferndale by July 10, thereby making me no longer eligible to serve as an HBMWD director. Accordingly, effective June 15, 2024, I hereby tender my resignation as Division One Director of the Humboldt Bay Municipal Water District.

It has been an honor to serve the District.

Respectfully,



Neal G. Latt

ENGINEERING



Technical Memorandum

June 06, 2024

To	HBMWD Board	Contact No.	(707) 267-2204
Copy to	John Friedenbach, Dale Davidsen, Chris Harris	Email	nathan.stevens@ghd.com
From	Nathan Stevens	Project No.	12627733
Project Name	Reservoirs Seismic Retrofit		
Subject	Construction Bid Results		

The District bid the Korblex Reservoirs Seismic Retrofit Project (Korblex Project) and Samoa Reservoir Seismic Retrofit Project (Samoa Project) separately. Bids were received on June 5, 2024 at 3:00 pm for each project.

These projects are partially funded through the FEMA Hazard Mitigation Grant Program. The combined grant budget for construction of the two projects is \$4,853,190, of which the District has committed to contributing 25%, or \$1,213,298.

The District received four bids for the Korblex Project with the results summarized as follows in Table 1:

Table 1 Korblex Reservoirs Seismic Retrofit Bid Results

Contractor	Base Bid	1 MG Tank Additive Bid	2 MG Tank Additive Bid	Total Bid
Paso Robles Tank	\$ 2,782,500	\$ 172,501	\$ 2,336,220	\$ 5,291,221
Mercer-Fraser Company	\$ 4,062,000	\$ 40,000	\$ 2,240,000	\$ 6,342,000
Resource Development Company	\$ 3,231,000	\$ 84,000	\$ 3,433,950	\$ 6,748,950
Unified Field Services Corporation	\$ 3,397,688	\$ 218,213	\$ 3,641,058	\$ 7,256,959

The District received four bids for the Samoa Project with the results summarized as follows in Table 2:

Table 2 Samoa Reservoir Seismic Retrofit Bid Results

Contractor	Base Bid	Additive Bid	Total Bid
Paso Robles Tank	\$ 1,571,100	\$ 1,916,740	\$ 3,487,840
Mercer-Fraser Company	\$ 2,196,000	\$ 1,793,750	\$ 3,989,750
Resource Development Company	\$ 1,965,400	\$ 2,153,300	\$ 4,118,700
Unified Field Services Corporation	\$ 1,909,627	\$ 3,385,602	\$ 5,295,229

Complete bid tabulations showing contractor bid costs for all bid items for each project are attached to this memo. The basis for award for each project was the total bid (total base bid plus all additive bid items). Based on the results, Paso Robles Tank is the apparent low bidder for each project. The sum of the total apparent low bids for each project is \$8,779,061. However, it is anticipated that some items in the additive bid schedules for each project will be awarded to the contractor and some will not. The need or lack thereof for awarding items in the additive bid schedule will be assessed throughout construction of the project. However, staff have

determined the minimum amount of money required to construct each project. Various project award scenarios are provided in Table 3 and subsequently discussed in more detail. As shown in the table, all scenarios exceed the current available construction grant funding amount. Staff are currently in communication with Cal OES regarding the potential for additional grant funding to assist with paying for the construction costs beyond the funding that is currently allocated to the projects. Staff are also in discussions with lenders regarding potential loans for this critical infrastructure project. In addition, staff are evaluating other possible funding resources available to the District. Due to the budget overage, the costs and benefits of each scenario need to be carefully considered to determine which construction configuration best serves the District and its customers.

As of the writing of this Memorandum, the construction management team is in the process of reviewing the responsiveness of the apparent low bids, confirming that all required qualifications are met, and checking references if deemed appropriate. It is anticipated that these tasks will be complete prior to the June 13, 2024 board meeting, and that final recommendations for award for each project will be provided to the board at that meeting. In the interim, for purposes of discussion, the numbers presented in Table 3 are based on the bids received from Paso Robles Tank.

Table 3 Potential Construction Award Scenarios

Scenario Number	Scenario Description	Korblex	Samoa	Korblex + Samoa	Hazard Mitigation Grant Construction Budget	Grant Funding Shortage
1	Minimum Award Amount	\$3,617,300	\$2,300,950	\$5,918,250	\$4,853,190	\$1,065,060
2	Minimum Authorization Amount	\$3,850,556	\$2,357,200	\$6,207,756		\$1,354,566
3	Staff Recommended Authorization Amount	\$3,992,008	\$2,357,200	\$6,349,208		\$1,496,018
4	Maximum Authorization Amount	\$4,348,509	\$2,681,500	\$7,030,009		\$2,176,819

Scenario 1 is the amount of money necessary to award the minimum bid items required to have complete construction projects for Korblex and Samoa, which is limited to the base bid items and painting each tank. However, there are potential situations that may occur that are beyond the District's control that could require additional bid items being awarded beyond what is presented for Scenario 1.

The additional money in **Scenario 2** beyond the Scenario 1 amount includes money for providing environmental controls for painting the 2 MG Korblex tank. Ambient conditions such as temperature and humidity are required to be within specific ranges for proper painting. Due to the status and schedule of the project, it is possible that tank painting will need to occur during weather conditions that are unfavorable, and that environmental controls may be required to properly coat the tank. These environmental controls would include the contractor installing a temporary enclosure around the tank and providing heating and humidity control. Given the possibility that environmental controls may be required, the cost (\$233,256) for this item has been included in Scenario 2 as dollars that are within the minimum authorization amount to complete the project.

Also included in Scenario 2 is money (\$56,250) for disposing of the sediment that is removed from the Samoa tank. Due to the untreated nature of the surface water that is delivered to the Samoa tank, turbidity settles out in the tank over time, which accumulates as sediment. It is estimated that approximately 750 cubic yards of sediment currently exist within the Samoa tank. District staff are removing this sediment in-house prior to contractor mobilization and placing it on filter fabric adjacent to the tank site. Staff have been actively searching for an agency that would have a use for and be willing to accept / haul off this sediment. However, if such an agency cannot be found, then the contractor will be required to haul off and properly dispose of the sediment, which would be an additional cost.

The additional money in **Scenario 3** beyond the Scenario 2 amount is limited to money (\$141,452) for installing new baffles in the 2 MG Korblex tank. The 2 MG tank has five fabric baffles that are used to force water to

meander through the tank, rather than allowing water to short-circuit from the inlet to the outlet. This is necessary to achieve adequate chlorine contact time for the water prior to being delivered to the District's customers. District staff replaced one baffle in 2009, and the other four baffles are aging and in need of replacement. While it is not a necessity for the tank roof to be removed to replace the baffles, replacing the existing deteriorated baffles, which will be removed and re-installed for construction of the Korblex Project, while replacing the tank roof would be a more efficient process. Given this, it is staff's opinion that it would be ideal to replace these baffles as a part of the Korblex Project.

The additional money (\$172,501 + \$184,000 + \$324,300) in **Scenario 4** beyond the Scenario 3 amount is limited to money for installing seismic couplers at strategic pipeline locations into and out of each tank at each site. These would include rubber expansion joint fittings installed on the existing pipelines near the tanks that would mitigate the chance of pipeline failure that could result from pipeline displacement during a seismic event.

We will keep the board apprised of funding developments for this project. If enough funding can be secured, staff may request authorization up to the dollar amount presented in Scenario 4. However, given the current funding resource limitations, after considering the costs and benefits of the approaches presented in Table 3, staff are requesting contract awards and spending authorization from the board up to the dollar amount presented in Scenario 3 for the Korblex and Samoa projects. At the board meeting, staff will discuss with the board possible funding sources to bridge the gap in current grant funding under Scenario 3.

Please do not hesitate to call me if you have any questions.

Regards,



Nathan Stevens, PE
District Engineer

Bid Tabulation Results

Owner: Humboldt Bay Municipal Water District
 Project Name: Korblex Reservoirs Seismic Retrofit Project
 Project Location: HBMWD Turbidity Reduction Facility, Humboldt County, CA
 Date of Bid: June 5, 2024
 Prepared by: Nathan Stevens

Bids were received from four contractors: 1) Paso Robles Tank, Inc.; 2) Mercer-Fraser Company; 3) Farr Construction Company dba. Resource Development Company (RDC); 4) Unified Field Services Corporation (UFSC).

	Paso Robles Tank	Mercer-Fraser	RDC	UFSC
TOTAL BID	\$5,291,221	\$6,342,000	\$6,748,950	\$7,256,959

BASE BID SCHEDULE

Item No.	Description	Units	Paso Robles Tank		Mercer-Fraser		RDC		UFSC	
			1 MG Tank	2 MG Tank	1 MG Tank	2 MG Tank	1 MG Tank	2 MG Tank	1 MG Tank	2 MG Tank
1	Mobilization/Demobilization	LS	\$130,000	\$130,000	\$375,000	\$375,000	\$289,400	\$139,600	\$225,000	\$225,000
2	Baffle Removal and Deconstruct and Dispose of Existing Tank Roof	LS	N/A	\$150,000	N/A	\$175,000	N/A	\$145,400	N/A	\$172,500
3	Provide and Install New Tank Roof System and Install Baffles	LS	N/A	\$1,000,000	N/A	\$1,250,000	N/A	\$794,200	N/A	\$1,150,000
4	Provide and Install New Platform Adjacent to Top of Ladder	LS	\$26,000	N/A	\$50,000	N/A	\$25,600	N/A	\$28,750	N/A
5	Replace Exterior Tank Ladder System	LS	N/A	\$21,000	N/A	\$25,000	N/A	\$14,300	N/A	\$23,000
6	Remove, Relocate, Modify, and/or Replace Miscellaneous Metal, Piping	LS	\$200,000	\$172,000	\$125,000	\$160,000	\$229,300	\$285,700	\$230,000	\$209,300
7	Spot Prep and Coat Areas Affected by Retrofits and Ladder	LS	\$80,000	N/A	\$50,000	N/A	\$31,300	N/A	\$94,388	N/A
8	1 MG Tank Foundation Structural Retrofits	LS	\$600,000	N/A	\$680,000	N/A	\$858,900	N/A	\$707,250	N/A
9	2 MG Tank Shell Ring Structural Retrofits	LS	N/A	\$210,000	N/A	\$725,000	N/A	\$315,300	N/A	\$224,250
10	Tank Cleaning, Disinfection, and Disposal of Disinfection Water	LS	\$3,500	\$5,000	\$3,000	\$4,000	\$1,000	\$3,000	\$15,000	\$30,000
11	Asphalt and Surface Restoration	LS	\$27,500	\$27,500	\$30,000	\$35,000	\$49,000	\$49,000	\$31,625	\$31,625
Base Bid Subtotal for Each Tank			\$1,067,000	\$1,715,500	\$1,313,000	\$2,749,000	\$1,484,500	\$1,746,500	\$1,332,013	\$2,065,675
Total Base Bid			\$2,782,500		\$4,062,000		\$3,231,000		\$3,397,688	

ADDITIVE BID SCHEDULE #1 - 1 MG TANK

Item No.	Description	Units	Quantity	Paso Robles Tank		Mercer-Fraser		RDC		UFSC	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
12	1 MG Tank Seismic Couplers	LS	1	\$172,501	\$172,501	\$40,000	\$40,000	\$84,000	\$84,000	\$218,213	\$218,213
Additive Bid Schedule #1 Subtotal				\$172,501		\$40,000		\$84,000		\$218,213	

ADDITIVE BID SCHEDULE #2 - 2 MG TANK

Item No.	Description	Units	Quantity	Paso Robles Tank		Mercer-Fraser		RDC		UFSC	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
13	2 MG Tank Seismic Couplers	LS	1	\$184,000	\$184,000	\$40,000	\$40,000	\$140,000	\$140,000	\$251,275	\$251,275
14	Prepare and Coat Complete Interior, Exterior, Roof, Ladder, and Appurtenances with Dielectric System	LS	1	\$834,800	\$834,800	\$850,000	\$850,000	\$1,210,800	\$1,210,800	\$1,458,890	\$1,458,890
15	Environmental Controls for Exterior Coating with Dielectric System	LS	1	\$233,256	\$233,256	\$250,000	\$250,000	\$310,750	\$310,750	\$175,000	\$175,000
16	Prepare and Coat Complete Interior, Exterior, Roof, Ladder, and Appurtenances with Phosphate Ceramic System	LS	1	\$942,712	\$942,712	\$950,000	\$950,000	\$1,645,900	\$1,645,900	\$1,555,893	\$1,555,893
17	Replace Existing Tank Baffles with New Baffles	EA	5	\$28,290.40	\$141,452	\$30,000	\$150,000	\$25,300	\$126,500	\$200,000	\$200,000
Additive Bid Schedule #2 Subtotal				\$2,336,220		\$2,240,000		\$3,433,950		\$3,641,058	

Bid Tabulation Results

Owner: Humboldt Bay Municipal Water District
 Project Name: Samoa Reservoir Seismic Retrofit Project
 Project Location: Samoa Peninsula, Humboldt County, CA
 Date of Bid: June 5, 2024
 Prepared by: Nathan Stevens

Bids were received from four contractors: 1) Paso Robles Tank, Inc.; 2) Mercer-Fraser Company; 3) Farr Construction Company dba. Resource Development Company (RDC); 4) Unified Field Services Corporation (UFSC).

	Paso Robles Tank	Mercer-Fraser	RDC	UFSC
TOTAL BID	\$3,487,840	\$3,989,750	\$4,118,700	\$5,295,229

BASE BID SCHEDULE

Item No.	Description	Units	Quantity	Paso Robles Tank		Mercer-Fraser		RDC		UFSC	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Mobilization/Demobilization	LS	1	\$149,000	\$149,000	\$360,000	\$360,000	\$283,500	\$283,500	\$250,000	\$250,000
2	Deconstruct and Dispose of Existing Tank Roof	LS	1	\$80,000	\$80,000	\$100,000	\$100,000	\$69,800	\$69,800	\$92,000	\$92,000
3	Provide and Install New Tank Roof System	LS	1	\$375,000	\$375,000	\$450,000	\$450,000	\$235,100	\$235,100	\$373,750	\$373,750
4	Provide and Install New Platform Adjacent to Top of Ladder	LS	1	\$30,000	\$30,000	\$50,000	\$50,000	\$25,300	\$25,300	\$34,500	\$34,500
5	Replace Interior and Exterior Ladder System	LS	1	\$40,000	\$40,000	\$65,000	\$65,000	\$26,700	\$26,700	\$46,000	\$46,000
6	Remove, Relocate, Modify, and/or Replace Miscellaneous Metal, Piping and Electrical Items at/on the Tank	LS	1	\$143,750	\$143,750	\$110,000	\$110,000	\$175,700	\$175,700	\$182,218	\$182,218
7	Miscellaneous Yard and Tank Piping Modifications	LS	1	\$114,750	\$114,750	\$500,000	\$500,000	\$245,700	\$245,700	\$154,445	\$154,445
8	Structural Retrofits	LS	1	\$593,750	\$593,750	\$500,000	\$500,000	\$843,900	\$843,900	\$689,425	\$689,425
9	Tank Cleaning prior to Placing into Service	LS	1	\$4,600	\$4,600	\$6,000	\$6,000	\$4,400	\$4,400	\$45,000	\$45,000
10	Asphalt and Surface Restoration	EA	1	\$40,250	\$40,250	\$55,000	\$55,000	\$55,300	\$55,300	\$42,289	\$42,289
Base Bid Subtotal				\$1,571,100		\$2,196,000		\$1,965,400		\$1,909,627	

ADDITIVE BID SCHEDULE

Item No.	Description	Units	Quantity	Paso Robles Tank		Mercer-Fraser		RDC		UFSC	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
11	Seismic Couplers	LS	1	\$324,300	\$324,300	\$40,000	\$40,000	\$215,200	\$215,200	\$403,363	\$403,363
12	Disposal of Tank Sediment	CY	750	\$75	\$56,250	\$85	\$63,750	\$148	\$111,000	\$500	\$375,000
13	Prepare and Coat Complete Interior, Exterior, Roof, Ladders, and Appurtenances with Dielectric System	LS	1	\$593,360	\$593,360	\$600,000	\$600,000	\$700,500	\$700,500	\$1,227,984	\$1,227,984
14	Environmental Controls for Exterior Coating with Dielectric System	LS	1	\$175,375	\$175,375	\$200,000	\$200,000	\$180,000	\$180,000	\$175,000	\$175,000
15	Prepare and Coat Complete Interior, Exterior, Roof, Ladders, and Appurtenances with Phosphate Ceramic System	LS	1	\$729,850	\$729,850	\$850,000	\$850,000	\$906,000	\$906,000	\$1,147,255	\$1,147,255
16	Cathodic Protection System	LS	1	\$37,605	\$37,605	\$40,000	\$40,000	\$40,600	\$40,600	\$57,000	\$57,000
Additive Bid Schedule Subtotal				\$1,916,740		\$1,793,750		\$2,153,300		\$3,385,602	



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

828 Seventh Street • Eureka, California 95501-1114
PO Box 95 • Eureka, California 95502-0095
Office 707-443-5018 Essex 707-822-2918
Fax 707-443-5731 707-822-8245
EMAIL OFFICE@HBMWD.COM
Website: www.hbmwd.com

BOARD OF DIRECTORS
NEAL LATT, PRESIDENT
MICHELLE FULLER, VICE-PRESIDENT
J. BRUCE RUPP, SECRETARY-TREASURER
DAVID LINDBERG, ASSISTANT SECRETARY-TREASURER
SHERI WOO, DIRECTOR

GENERAL MANAGER
JOHN FRIEDENBACH

June 13, 2024

Nicole Kluenkler, Grant Specialist – Coastal Unit
Hazard Mitigation Assistance Branch
California Governor's Office of Emergency Services
3650 Schriever Avenue
Mather, CA 95655

RE: Reservoirs Seismic Retrofit Project Match Commitment Letter – Revised June 13, 2024
HMGP # 4344-PJ0040

Dear Nicole,

As part of the Hazard Mitigation Grant Program process, a local funding match is required. This letter serves as Humboldt Bay Municipal Water District's commitment to meet the matching fund requirements for the updated funding request for our Reservoirs Seismic Retrofit Project under the Hazard Mitigation Grant Program.

Name of funding source: Municipal customer rate payers.

Funding type: Wholesale water rates.

The local matching fund requirement is \$1,717,423 (1,435,173 + 282,250) and is available as of June 13, 2024.

If additional federal funds are requested, an additional local match fund commitment letter is required to be submitted.

If you have any questions, please do not hesitate to contact us.

Sincerely,

John Friedenbach
General Manager



RESOURCE DEVELOPMENT COMPANY

Korblex and Samoa Reservoirs Seismic Retrofit Bid Protest

Date: June 7, 2024

Humboldt Bay Municipal Water District

ATTN: Justin Palmaymesa (justin@albat.co)

Mr. Palmaymesa,

Resource Development Company (RDC) would like to take this opportunity to submit a protest based of the bid results regarding the public bid for the Humboldt Bay Municipal Water Districts Korblex Seismic Retrofit and Samoa Seismic Retrofit projects on June 5, 2024. While an intent or recommendation to award of the projects has not been stated by the district, Bid Addendum #4, dated 5/29/2024, presents the opportunity for bid protest before 5:00 pm not later than two working days following bid opening. It is RDC's understanding that, per the bid instructions and specifications, both project bids were presented with two potential industrial coating systems as specified in the bid schedule additives. The specifications require that the Contractor shall provide a cost for each system, and the decision to award either system is up to the Owner's discretion.

From the additives, the Coating And Lining Systems – Alternative 2 is stated as a Phosphate Ceramic Conversion Coating System. The Tank Preparation and Coating technical specification (09 91 00) elaborates that the phosphate ceramic coating such as Eoncoat is stated in subsection 1.01.B.2 shall be used.

While performing research in preparation for this bidding opportunity, Eoncoat was contacted by RDC for material pricing and application procedure. RDC requested a certification with manufacturer and was able to provide a letter from Eoncoat stating that a certification process can be obtained prior to field coating. That letter is attached again here, and RDC's bid package is incorporated by reference. During RDC's research with alternative coating companies, it was apparent that no other coating manufacturer was able to provide a phosphate ceramic coating alternative and equal. Bid Addendum #2, dated 5/21/2024, section 5.3 states that the bidder must provide written certification that each applicator performing the work is trained and qualified to perform the work and Section 5.4 states that the bidder must provide written certification that they are qualified to apply the coating system specified.

Although RDC does not have a copy of all bids, because a protest is required within such a short period of only two business days after bid opening and before there is a recommendation of award or other bid packages are available, based on RDC's research and analysis, it is RDC's belief that the other bidders were not capable of finding an alternative equal coating or have certification from Eoncoat, the coating system that is specified. Therefore, the other bidders could not have complied with the bid requirements. As such, the other bidders' bids are nonresponsive and should be rejected. RDC submitted the lowest responsive bid, and the projects should be awarded to RDC.

1050 Linda Way Sparks, NV 89431-5598

(775) 356-8004 / Fax (775) 356-0610

Nevada License No. 75026 / California License No. 893537



RESOURCE DEVELOPMENT COMPANY

A copy of this protest letter is being concurrently transmitted to the other bidders:

Paso Robles Tank

Shane Wombles - swombles@pasoroblestank.com

Mercer-Fraser Company

Mark Benzinger - mbenzinger@mercerfraser.com

Unified Field Services Corporation

Mike Clifton - mclifton124@comcast.net

Chad Johnson - chad_johnson@ufsc.us

The person representing RDC on this bid protest is its President, Jeffrey Farr, at 1050 Linda Way, Sparks, Nevada 89431 (jfarr@resourcedevelopmentco.com), and 775-356-8004.

Please don't hesitate to contact RDC if you have any questions or need any clarification.

Sincerely,

Jeff Farr, President

Resource Development Company



June 4, 2024

To Whom It May Concern,

I am writing to express EonCoat LLC's commitment to supporting Resource Development Company in their bid for the Korblex and Samoa projects. As the Founder and CEO of EonCoat LLC, I am pleased to confirm that, upon the successful awarding of the bid to Resource Development Company, EonCoat will provide comprehensive training and certification to their team, enabling them to become EonCoat Certified Applicators.

EonCoat's training program is designed to ensure that applicators are thoroughly equipped with the knowledge and skills necessary to effectively apply our advanced corrosion prevention coating. This certification will not only enhance the capabilities of Resource Development Company but will also guarantee that the high standards of EonCoat application are maintained, ensuring optimal protection for the infrastructure involved in the projects.

We believe that this partnership will significantly contribute to the successful execution and longevity of these projects. EonCoat is committed to providing ongoing support and technical assistance to Resource Development Company throughout the duration of their work on these projects.

Thank you for considering EonCoat for these projects. We look forward to the opportunity to collaborate and bring our expertise to these important ventures.

Sincerely,

Tony Collins
Founder and CEO
EonCoat LLC

3337-6 Air Park Rd. Fuquay-Varina, NC, 27526 - (754) 222-4919

www.eoncoat.com

From: Sweeney, Shane (Contractor)@CalOES.ca.gov
<ContractorShane.Sweeney@CalOES.ca.gov>
Sent: Thursday, May 16, 2024 8:28 AM
To: friedenbach@hbmwd.com; Nathan Stevens; Chris Harris
Cc: Lacey, Christine@CalOES
Subject: RE: DR4569-PA538 - FEMA EHP RFI due 5-1-24 - Geotech scheduling - FEMA response

Good morning,

I received a positive response from FEMA EHP. Just passing along..

EHP let me know they are continuing the ESA review of this project but do approve of the Subapplicant's proposed approach for the work window, because it aligns with established survey protocols.

If you could pass this information on and let me know if they have any additional questions, that would be appreciated.

From: friedenbach@hbmwd.com <friedenbach@hbmwd.com>
Sent: Thursday, May 2, 2024 10:59 AM
To: Sweeney, Shane (Contractor)@CalOES.ca.gov <ContractorShane.Sweeney@CalOES.ca.gov>
Subject: RE: DR4569-PA538 - FEMA EHP RFI due 5-1-24 - Geotech scheduling

This Message Is From an External Sender.
This message came from outside your organization.

Thank you!
John

From: Sweeney, Shane (Contractor)@CalOES.ca.gov <ContractorShane.Sweeney@CalOES.ca.gov>
Sent: Thursday, May 2, 2024 7:16 AM
To: friedenbach@hbmwd.com; 'Chris Harris' <harris@hbmwd.com>
Cc: 'Nathan Stevens' <Nathan.Stevens@ghd.com>; Lacey, Christine@CalOES <Christine.Lacey@CalOES.ca.gov>
Subject: RE: DR4569-PA538 - FEMA EHP RFI due 5-1-24 - Geotech scheduling

Hi John,

I received your response and attachment and have uploaded it to the Engage system and sent to FEMA. Thanks!

Shane

FINANCIAL

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
STATEMENT OF FUND BALANCES - PAGE 1 OF 2



<u>BANK ACCOUNT BALANCES AT MONTH-END</u>	May 31, 2024	May 31, 2023
GENERAL ACCOUNTS		
1. US Bank - General Account	2,632,425.99	2,090,381.26
2. US Bank - Xpress BillPay/Electronic Payments Account	49,631.40	4,500.19
<i>Subtotal</i>	2,682,057.39	2,094,881.45
INVESTMENT & INTEREST BEARING ACCOUNTS		
3. US Bank - DWR/SRF Money Markey Acct	-	166,594.34
4. US Bank - DWR/SRF Reserve CD Account	-	547,336.94
5. US Bank - PARS Investment Account	895,027.34	998,644.44
<i>Contributions = \$800,000 Disbursements = \$166,619</i>		
6. L. A. I. F Account - MSRA Reserve Account	469,711.45	452,458.73
7. CalTRUST - Restricted Inv. Account (Medium Term)	1,770,562.67	1,709,559.88
8. CalTRUST - DWFP Reserve Account (FedFund)	-	248,969.92
9. CalTRUST - ReMat Account (LEAF Fund)	-	1,352,516.57
10. CalTRUST - General Reserve Account (Short-Term)	4,685,369.30	5,440,453.51
<i>Total CalTRUST Accounts</i>	6,455,931.97	8,751,499.88
11. California CLASS - DWFP Reserve Account	260,969.67	-
12. California CLASS - ReMat Reserve Account	1,526,481.05	-
13. California CLASS - General Reserve Account	607,742.23	-
<i>Total California CLASS Accounts</i>	2,395,192.95	-
14. Humboldt County - SRF Loan Payment Account	374,633.71	(129,600.34)
15. Humboldt County - 1% Tax Account	1,290,816.49	1,142,833.63
16. Inactive Humboldt County Investment Accounts	144.76	381,062.88
17. Principle Investment Account	39,980.58	34,955.64
<i>Subtotal</i>	11,921,439.25	12,345,786.14
OTHER ACCOUNTS		
18. ReMat Deposit - Mellon Bank	27,000.00	27,000.00
19. Cash on Hand	650.00	650.00
<i>Subtotal</i>	27,650.00	27,650.00
TOTAL CASH	14,631,146.64	14,468,317.59

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
STATEMENT OF FUND BALANCES - PAGE 2 OF 2



FUND BALANCES AT MONTH-END

May 31, 2024

, 1, 2023

RESTRICTED FUNDS - ENCUMBERED

1. Prior-Year Price Factor 2 Rebate	(1,724.75)	(2,426.35)
2. Prior-Year Restricted AP Encumbrances	(578,572.00)	(13,860.00)
3. Advanced Charges - 3x Tank Seismic Retrofit	(1,519,111.09)	(1,269,146.62)
4. Advanced Charges - Cathodic Protection Project	(124,999.96)	(124,999.96)
5. Advanced Charges - Collector 2 Rehabilitation	(788,827.59)	(997,238.62)
6. Advanced Charges - On-Site Generation of Chlorine	(720,890.17)	(1,201,633.10)
7. Advanced Charges - Redundant Pipeline	(395,282.70)	(311,792.49)
8. Advanced Charges - TRF Emergency Generator	(372,389.61)	(375,000.00)
9. 3AC Collected Funds - TRF Emergency Generator	(312,858.62)	(312,858.62)
10. Advanced Funding - FEMA, Shoreline Debris Removal	-	(20,412.28)
11. Advanced Funding - August Complex-Ruth Paving	(112,456.22)	(112,456.22)
12. Advanced Charges - Assist. Spillway Seismic Grant	(23,333.32)	(23,333.32)
13. Advanced Funding - Eureka Cyber Security	(19,597.72)	(19,597.72)
14. Advanced Charges - Essex Facility Expansion	(105,400.00)	(105,400.00)
15. Advanced Charges - Capital Financing/Debt Service	(402,983.04)	(229,783.37)
<i>Subtotal</i>	(5,478,426.79)	(5,119,938.67)

RESTRICTED FUNDS - OTHER

16. 1% Tax Credit to Muni's	(1,290,816.49)	-
17. DWR Reserve for SRF Payment	-	(166,594.34)
18. DWR Reserve for SRF Loan	-	(547,336.94)
19. Pension Trust Reserves	(895,027.34)	(998,644.44)
20. ReMat Deposit	(27,000.00)	(27,000.00)
21. HB Retail Capital Replacement Reserves	(219,537.77)	(171,034.52)
<i>Subtotal</i>	(2,432,381.60)	(1,910,610.24)

UNRESTRICTED FUNDS

BOARD RESTRICTED

22. MSRA Reserves	(469,711.45)	(452,458.73)
23. DWFP Reserves	(260,969.67)	(248,969.92)
24. ReMat Reserves	(1,526,481.05)	(1,352,516.57)
25. Paik-Nicely Development	-	-
26. Principle Investment Reserves	(39,980.58)	(34,955.64)
27. Northern Mainline Extension Study Prepayment	56.40	56.40
28. Blue Lake Rancheria Extension Study Prepayment	(4,235.37)	-
<i>Subtotal</i>	(2,297,086.35)	(2,088,844.46)

UNRESTRICTED RESERVES

29. Accumulation for SRF Payment	-	(144,027.61)
30. General Fund Reserves	(4,423,251.90)	(5,210,529.05)
<i>Subtotal</i>	(4,423,251.90)	(5,348,924.22)

TOTAL NET POSITION	(14,631,146.64)	(14,468,317.59)
---------------------------	------------------------	------------------------

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
 REVENUE REPORT
 May 31, 2024

92%
 Of Budget Year



A. REVENUE RETURNED TO CUSTOMERS VIA PF2

	MTD RECEIPTS	YTD RECEIPTS	PRIOR YEAR	BUDGET	% OF BUDGET
1. Humboldt Bay Retail Water Revenue	32,721	338,390	302,574	350,000	97%
General Revenue					
Power Sales (Net ReMat)	21,491	112,747	129,282	125,000	90%
Tax Receipts (1% Taxes)	542,912	1,164,262	292,212	1,000,000	116%
Interest - Muni PF2 Retained	0	27,595	7,740		
2. Miscellaneous Revenue*	2,425	11,563	101,146	50,000	23%
<i>*Detail on following page</i>					
TOTAL PF2 REVENUE CREDITS	599,548	1,654,557	832,954	1,525,000	108%

B. DISTRICT REVENUE

	MTD RECEIPTS	YTD RECEIPTS	PRIOR YEAR	BUDGET	% OF BUDGET
3. Industrial Water Revenue					
Harbor District	0	0	200	0	0
<i>Subtotal Industrial Water Revenue</i>	<i>0</i>	<i>0</i>	<i>200</i>	<i>0</i>	<i>0</i>
4. Municipal Water Revenue					
City of Arcata	130,376	1,423,128	1,358,830	1,538,900	92%
City of Blue Lake	16,758	188,025	177,533	202,362	93%
City of Eureka	302,005	3,320,471	3,164,008	3,617,684	92%
Fieldbrook CSD	16,532	166,040	185,229	194,298	85%
Humboldt CSD	92,648	1,027,463	956,357	1,105,724	93%
Manila CSD	0	75,180	78,158	90,372	83%
McKinleyville CSD	104,984	1,167,819	1,106,897	1,266,298	92%
<i>Subtotal Municipal Water Revenue</i>	<i>663,303</i>	<i>7,368,127</i>	<i>7,027,012</i>	<i>8,015,638</i>	<i>92%</i>
TOTAL INDUSTRIAL & WHOLESALE REVENUE	663,303	7,368,127	7,027,212	8,015,638	92%

5. Power Sales					
Power Sales (ReMat Revenue)	35,631	225,452	262,787	300,000	75%
Interest (ReMat Revenue)	0	0	0	0	
TOTAL REMAT REVENUE	35,631	225,452	262,787	300,000	75%

6. Other Revenue and Grant Reimbursement					
HB Retail Capital Replacement Rev.	4,367	44,062	43,014		
FCSO Contract	25,580	267,913	285,752		
FEMA/CalOES Grant Revenue	0	451,473	376,395		
SWRCB In-Stream Flow Grant Revenue	0	14,653	5,243		
Quagga Grant Revenue	0	0	0		
Misc. Grant Revenue	1,181,250	1,243,256	0		
CalFire Healthy Forest Funding	0	0	0		
CalFire Fuel Reduction Funding	0	346,323	0		
Interest Earned	0	1	0		
Net Increase/(Decrease) Investment Accounts	18,988	412,206	72,435		
TOTAL OTHER/GRANT REVENUE	1,230,184	2,779,885	782,839		
GRAND TOTAL REVENUE	2,528,667	12,028,021	8,905,792	9,840,638	122%



HUMBOLDT BAY MUNICIPAL WATER DISTRICT
 MISCELLANEOUS REVENUE - DETAIL REPORT
 May 31, 2024

B. MISCELLANEOUS RECEIPTS (RETURNED TO CUSTOMERS VIA PF2)

	MTD RECEIPTS	YTD RECEIPTS
<u>Miscellaneous Revenue</u>		
Dividend - Principal Life	-	1,415
Fees - Park Use	50	150
Rebate - CALCard	-	961
Refund - Diesel Fuel Tax	-	200
Refunds - Miscellaneous	255	355
Reimb - Blue Lake SCADA/Internet Monthly Fees	-	-
Reimb. - Copies & Postage	-	184
Reimb. - Gas	-	-
Reimb. - Misc. Employee	-	-
Reimb. - Telephone	-	-
UB - Water Processing Fees	30	390
UB - Hydrant Rental Deposit/Use	-	-
Sale - Scrap Material	-	2,506
<u>Ruth Area</u>		
Lease - Don Bridge	-	691
Rent - Ruth Cabin	40	2,560
Ruth Annual Lessee Water Fees	2,050	2,150
<hr/>		
TOTAL MISCELLANEOUS REVENUE	2,425	11,563

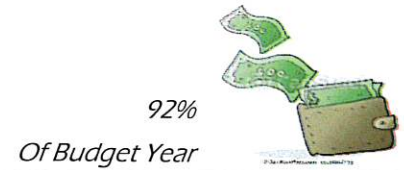
HUMBOLDT BAY MUNICIPAL WATER DISTRICT
MONTHLY EXPENDITURE REPORT - PAGE 1 OF 3
May 31, 2024



SALARY AND EMPLOYEE BENEFIT EXPENDITURES (S. E. B.)

	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget
Compensation					
1. Wages - Regular	188,798.59	2,091,052.19	2,167,643.65	2,556,746	93%
2. Wages - Sick	8,413.93	101,314.00	128,928.52		
3. Wages - Vacation	10,942.39	197,876.51	183,138.43		
<i>Subtotal</i>	208,154.91	2,390,242.70	2,479,710.60	2,556,746	93%
4. Wages - Overtime	1,378.86	12,847.58	16,595.10	15,855	
5. Wages - Holiday (Worked)	-	10,898.36	9,861.92	15,855	
<i>Subtotal</i>	1,378.86	23,745.94	26,457.02	31,710	75%
6. Wages - Part-Time	2,014.62	40,570.57	38,505.86	115,430	35%
7. Wages - Shift Differential	878.64	10,229.88	10,502.35	12,156	84%
8. Wages - Standby	7,810.06	93,196.04	84,832.50	97,773	95%
9. Director Compensation	2,000.00	23,520.00	23,600.00	26,000	90%
10. Secretarial Fees	262.50	3,084.39	2,887.50	3,200	96%
11. Payroll Tax Expenses	16,572.28	195,653.85	202,811.91	228,272	86%
<i>Subtotal</i>	29,538.10	366,254.73	363,140.12	482,831	76%
Employee Benefits					
12. Health, Life, & LTD Ins.	50,004.99	577,290.50	633,096.42	982,991	59%
13. Air Medical Insurance	-	2,923.00	2,266.00	2,707	108%
14. Retiree Medical Insurance	11,245.45	108,266.01	108,816.20	83,000	106%
<i>14a. Retiree Medical Reimb.</i>	<i>(1,009.93)</i>	<i>(20,435.83)</i>	<i>(31,702.44)</i>		
15. Employee Dental Insurance	2,557.91	29,722.77	32,572.12	44,086	67%
16. Employee Vision Insurance	584.35	6,447.23	6,959.74	7,471	86%
17. Employee EAP	78.06	858.88	910.28	1,116	77%
18. Fitness Stipend	-	195.00	-	5,400	4%
19. 457b District Contribution	3,850.00	41,825.00	29,624.04	48,900	86%
20. CalPERS Expenses	29,142.10	533,097.14	619,642.95	599,102	89%
21. Workers Comp Insurance	-	114,340.66	122,668.49	146,512	78%
<i>Subtotal</i>	96,452.93	1,394,530.36	1,524,853.80	1,921,285	73%
TOTAL S.E.B	335,524.80	4,174,773.73	4,394,161.54	4,992,572	84%

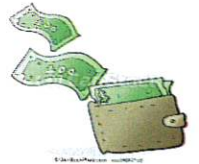
HUMBOLDT BAY MUNICIPAL WATER DISTRICT
MONTHLY EXPENDITURE REPORT - PAGE 2 OF 3
May 31, 2024



SERVICE & SUPPLY EXPENDITURES (S & S)

	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget
<i>Operations & Maintenance</i>					
1. Auto Maintenance	2,268.51	45,066.56	55,180.23	39,200	115%
2. Engineering	387.78	28,989.05	47,010.27	75,000	39%
3. Lab Expenses	1,581.00	16,421.00	19,190.00	13,000	126%
4. Maintenance & Repairs					
General	3,760.13	47,650.53	35,938.48	45,200	105%
TRF	3,253.76	7,304.52	22,102.21	17,000	43%
<i>Subtotal</i>	<i>7,013.89</i>	<i>54,955.05</i>	<i>58,040.69</i>	<i>62,200</i>	<i>88%</i>
5. Materials & Supplies					
General	9,077.50	67,887.79	63,348.61	39,500	172%
TRF	9,026.58	70,964.51	79,622.87	35,000	203%
<i>Subtotal</i>	<i>18,104.08</i>	<i>138,852.30</i>	<i>142,971.48</i>	<i>74,500</i>	<i>186%</i>
6. Radio Maintenance	578.09	8,908.99	6,472.51	8,500	105%
7. Ruth Lake License	-	1,500.00	1,500.00	1,500	100%
8. Safety Equip./Training					
General	4,292.95	27,392.19	26,546.89	19,000	144%
TRF	29.28	2,011.23	144.00	2,000	101%
<i>Subtotal</i>	<i>4,322.23</i>	<i>29,403.42</i>	<i>26,690.89</i>	<i>21,000</i>	<i>140%</i>
9. Tools & Equipment	904.95	3,180.80	1,622.83	5,000	64%
10. USGS Meter Station	-	8,600.00	8,220.00	9,000	96%
<i>Operations Subtotal</i>	<i>35,160.53</i>	<i>335,877.17</i>	<i>366,898.90</i>	<i>308,900</i>	<i>109%</i>
<i>General & Administration</i>					
11. Accounting Services	3,518.73	35,697.48	26,095.00	35,000	102%
12. Bad Debt Expense	-	-	-	-	0
13. Dues & Subscriptions	-	33,995.14	32,403.15	37,400	91%
14. IT & Software Maintenance	3,739.25	70,923.52	46,126.06	82,000	86%
15. Insurance	-	130,217.44	107,309.77	120,000	109%
16. Internet	796.67	8,052.67	11,736.10	5,500	146%
17. Legal Services	501.00	13,038.60	16,117.41	35,000	37%
18. Miscellaneous	208.41	6,167.47	7,096.79	10,000	62%
19. Office Building Maint.	1,322.75	17,686.70	17,003.30	19,000	93%
20. Office Expense	3,810.41	39,575.97	37,593.91	39,600	100%
21. Professional Services	516.25	4,655.25	8,229.02	20,000	23%
22. Property Tax	-	2,764.00	2,764.00	3,000	92%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
MONTHLY EXPENDITURE REPORT - PAGE 3 OF 3
May 31, 2024



92%
Of Budget Year

SERVICE & SUPPLY EXPENDITURES (con't)

	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget
23. Regulatory Agency Fees	14,612.91	232,162.67	193,101.30	199,000	117%
24. Ruth Lake Programs	-	-	-	5,000	0%
25. Safety Apparel	1,605.80	6,084.88	2,670.62	9,300	65%
26. Technical Training	-	314.23	101.36	14,000	2%
27. Telephone	1,394.32	11,812.60	13,753.68	19,000	62%
28. Travel & Conference	-	15,407.98	10,590.18	22,000	70%
<i>Gen. & Admin. Subtotal</i>	<i>32,026.50</i>	<i>628,556.60</i>	<i>532,691.65</i>	<i>674,801</i>	<i>93%</i>
TOTAL SERVICE & SUPPLY	67,187.03	964,433.77	899,590.55	983,700.84	98%

Power

29. Essex - PG & E	76,382.21	690,232.61	751,386.82		
30. 2Mw Generator Fuel	-	-	20,654.17		
<i>Subtotal Essex Pumping</i>	<i>76,382.21</i>	<i>690,232.61</i>	<i>772,040.99</i>		
31. All other PG & E	20,881.47	377,119.43	87,766.90		
<i>Subtotal All Power</i>	<i>97,263.68</i>	<i>1,067,352.04</i>	<i>859,807.89</i>	<i>1,019,000</i>	<i>105%</i>

Total Service and Supplies incl.

Power	164,450.71	2,031,785.81	1,759,398.44	2,002,701	101%
--------------	-------------------	---------------------	---------------------	------------------	-------------

PROJECTS, FIXED ASSETS & CONSULTING SERVICES

	Month-to-Date	Year-to-Date	Budget	% of Budget
	166,139.00	5,167,538.00	19,840,575	26%

GRAND TOTAL EXPENSES	666,114.51	11,374,097.54	6,153,559.98	26,835,848	42%
-----------------------------	-------------------	----------------------	---------------------	-------------------	------------

32. Debt Service - SRF Loan	-	273,668	273,668	273,668	100%
-----------------------------	---	---------	---------	---------	------

TOTAL EXPENSES WITH DEBT SERVICE

	671,283.93	11,665,126.72	6,452,479.48	27,109,515.81	
--	-------------------	----------------------	---------------------	----------------------	--

OTHER EXPENSES

33. ReMat Consultant Exp.	5,169.42	17,361.18	25,251.50		
34. Capital Replacement Exp.	-	-	-		

TOTAL EXPENSES WITH REMAT

	676,453.35	11,682,487.90	1,784,649.94		
--	-------------------	----------------------	---------------------	--	--

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

PROJECT PROGRESS REPORT

May 31, 2024

92% Of Budget Year



A. CAPITAL PROJECTS

GRANT FUNDED CAPITAL PROJECTS	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
1 Grant - TRF Generator <i>(Treatment Facility Project, \$1.9M - FEMA, Approved)</i>	0	89,274	1,900,000	5%
2 Grant - Collector 2 Rehabilitation <i>(\$1.6M - NCRP Prop1, Approved)</i>	0	2,305,263	3,200,000	72%
3 Grant - Collector Mainline Redundancy Pipeline <i>(Treatment/Base Facility Project, \$3.1M - FEMA, Approved)</i>	2,099	78,872	3,100,000	3%
4 Grant - 2x Tank Seismic Retrofit	13,168	193,594	5,700,000	3%
4A Grant - 1x Tank (Industrial) Seismic Retrofit <i>(\$5.7M - FEMA, Industrial Expenses Line 103B)</i>	(6,176)	(92,558)	0	
4B 12kV Relocation	0	60,000	0	0%
TOTAL GRANT FUNDED CAPITAL PROJECTS	9,091	2,634,446	13,900,000	19%

NON-GRANT FUNDED CAPITAL PROJECTS

5 Mainline Valve Replacement Program	0	0	170,000	0%
6 ADA Improvements - Eureka Office Parking Lot	0	6,854	11,000	62%
7 Storage Barn at Headquarters <i>(\$180k, FY24/FY25, Advanced Charges being Collected)</i>	0	0	0	0
TOTAL NON-GRANT FUNDED CAPITAL PROJECTS	0	6,854	181,000	4%

B. EQUIPMENT AND FIXED ASSET PROJECTS

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
8 FY24 Replace Essex Admin Computers	0	3,428	6,500	53%
9 FY24 Replace Control Computers	0	2,215	5,250	42%
10 Spare Collector Motor	0	102,787	108,250	95%
11 Portable Eye Wash & Shower	0	1,470	1,750	84%
12 Pipeline Maintenance Equipment	0	5,826	5,750	101%
13 John Deere 4052 Implements	0	6,378	6,500	98%
14 Maintenance Shop High Bay Lights	0	2,377	3,250	73%
15 Cordless Tools & Equipment	0	4,948	5,250	94%
16 TRF Security Fence <i>(Treatment Facility Project)</i>	0	0	7,750	0%
17 TRF Spare Process Pumps <i>(Treatment Facility Project)</i>	0	25,508	25,750	99%
18 TRF Replace PH Probes <i>(Treatment Facility Project)</i>	0	0	26,750	0%
19 TRF Benchtop Turbidity Meter <i>(Treatment Facility Project)</i>	0	6,481	6,750	96%
20 Tesla Battery Project - TRF <i>(Treatment Facility Project)</i>	233	2,560	0	0
20A FY24 Turbidimeter Replacement <i>(Treatment Facility Project)</i>	0	14,784	0	0

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
PROJECT PROGRESS REPORT - PAGE 2 OF 5

92% Of Budget Year



May 31, 2024

B. EQUIPMENT AND FIXED ASSET PROJECTS (con't)

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
21 FY24 Replace Eureka Admin Computers	330	1,740	3,000	58%
22 Ruth Hydro Power Monitor Replacement	0	12,815	13,500	95%
23 Ruth Hydro Plant PRV Internal Belzona Repairs	0	719	4,750	15%
24 Ruth Hydro Incoming Power Feed Conductors	0	44,750	42,500	105%
25 Ruth Bunkhouse Picnic Table Replacement	0	1,388	2,000	69%
26 Ruth Automated Tiltometers	0	0	50,000	0%
26A Grant - Power Loss - FEMA 4699 Winter Storm	0	4,124	0	0%
TOTAL EQUIPMENT & FIXED ASSET PROJECTS	563	244,300	325,250	75%

C. MAINTENANCE PROJECTS

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
27 FY24 Pipeline Maintenance	0	4,336	14,000	31%
28 FY24 Main Line Meter Flow Calibration	0	1,007	28,000	4%
29 FY24 Technical Support & Software Updates	11,879	17,124	26,750	64%
30 FY24 Generator Services	0	0	3,500	0%
31 FY24 Hazard & Diseased Tree Removal	0	0	8,000	0%
32 FY24 Cathodic Protection	0	0	1,500	0%
33 FY24 Maintenance Emergency Repairs	0	31,863	50,000	64%
34 FY24 Fleet Paint Repairs	0	2,154	5,000	43%
35 Particle Counter Calibration	0	1,727	1,750	99%
36 EOC Emergency Backpack Supplies	0	1,449	1,750	83%
37 Collector 1 Conductor Replacement	0	0	89,750	0%
38 FY24 Power Pole/Line Inspection/Maintenance	0	44,731	43,500	103%
39 SBPS Roll-Up Door	0	31,512	33,000	95%
40 Service Vehicle Utility Box Lighting	41	1,753	1,750	100%
41 Park #1 Gazebo Roof Replacement	174	3,017	3,500	86%
42 Pipeline R-O-W Maintenance	0	0	20,000	0%
43 FY24 TRF Generator Maintenance	0	328	500	0%
<i>(Treatment Facility Project)</i>				
44 FY24 TRF Limitorque Valve Retrofit Supplies	0	0	14,500	0%
<i>(Treatment Facility Project)</i>				
45 TRF Valve Network Upgrade (Phase 2)	0	511	125,000	0%
<i>(Treatment Facility Project)</i>				
46 FY24 Brush Abatement Ruth Hydro	0	0	21,000	0%
47 FY24 LTO Insurance	0	0	5,000	0%
48 FY24 Spillway Repairs	0	352	10,000	4%
49 FY24 Howell Bungler Valve Inspection	0	0	1,000	0%
20 FY24 Log Boom Inspection	0	123	1,500	8%
51 Ruth Hydro Synchronizer Testing	0	0	21,000	0%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
PROJECT PROGRESS REPORT - PAGE 3 OF 5
May 31, 2024

92% Of Budget Year

**C. MAINTENANCE PROJECTS (con't)**

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
52 Replace Headquarters Garage Doors	6,056	6,056	6,750	90%
53 FY24 Eureka Office Generator Service	0	697	500	139%
53A Shoreline Debris Removal, Ruth Fire Recovery	0	1,488	0	0%
TOTAL MAINTENANCE PROJECTS	18,150	150,227	538,500	28%

D. PROFESSIONAL & CONSULTING SERVICES

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
55A Grant - Advanced Assistance Spillway/Seismic	0	486	0	0%
55 FY24 Crane Testing/Certification	0	8,414	10,000	84%
56 FY24 Chlorine System Maintenance	0	11,195	6,750	166%
57 FY24 Hydro Plant Annual Elect/Maint Inspection	0	172	4,000	4%
58 FY24 Hydro Plant Annual Elec. Maint./Testing	0	0	5,000	0%
59 FY24 Essex Mad River Cross-Sectional Survey	0	6,550	12,000	55%
60 FY24 Technical Training	0	6,740	27,000	25%
61 FY24 O & M Training	0	1,550	20,000	8%
62 Backflow Tester Certification	0	4,813	5,750	84%
63 EAP Tabletop Planning	0	120	5,000	2%
64 CIP 10-yr Financial Revision and Project Review	0	0	15,000	0%
65 FY24 Public Education Funds	0	2,500	5,000	50%
66 FY24 Mad River Regulatory Compliance Assistance	8,651	18,953	50,000	38%
67 Spillway Bridge Inspection	0	0	7,500	0%
68 FY24 GHD Review/Report Mad River Cross-Sectional	558	4,508	5,000	90%
69 FY24 Grant Application Assistance	10,250	10,250	20,000	51%
70 Domestic Water for Nordic Aqua Farm	0	0	5,000	0%
71 Samoa Peninsula ROW EIR (GHD)	16,608	52,180	240,850	22%
72 Domestic Water System Cathodic Protection Updates	11,191	30,050	48,000	63%
73 Water Quality Monitoring Plan Update	0	0	20,000	0%
74 Water Model Update/Peninsula Domestic Capacity Rvw	0	0	30,000	0%
75 Engineering Study-Replace 15-inch Peninsula Pipe	0	0	25,000	0%
76 Dam Crest Monument Survey (Vertical Cntrl Survey)	0	5,200	20,000	26%
77 GHD - Dam Vertical Control Survey Analysis	0	3,844	5,000	77%
78 FY24 Dam Spillway Wall Monument Survey	0	9,000	17,500	51%
79 GHD - Dam Spillway Wall Monument Survey Analysis	0	5,357	6,500	82%
80 Dam Left Abutment Slide Monitoring Survey	0	7,800	10,000	78%
81 GHD - Dam Left Abutment Slide Monitoring Survey	0	2,279	3,000	76%
82 FY24 FERC DSSMR Assistance (GHD)	0	4,551	5,000	91%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
PROJECT PROGRESS REPORT - PAGE 4 OF 5
May 31, 2024

92% Of Budget Year

**D. PROFESSIONAL & CONSULTING SERVICES (CON'T)**

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
83 FY24 Spillway Repair, Dam Inspection/Reporting Assistance	0	787	5,000	16%
84 FY24 FERC Chief Dam Safety Engineer	0	8,274	12,000	69%
TOTAL PROF/CONSULTING SERVICES	47,259	205,574	650,850	32%

E. INDUSTRIAL SYSTEM PROJECTS

85 Refurbish PS-6 (Phase 1)	0	0	0	0
86 2 Pumps/Motors/VFD's for Pump Station 6	0	0	0	0
87 Maintain Water to PS6 During Low-Flow Months	0	0	13,250	0%
88 Industrial System Assistance	0	0	0	0
89 Crossover Vault Modifications	0	0	0	0
90 Pump Station 6 Gravel Bar Work and Permitting	0	0	0	0
TOTAL INDUSTRIAL SYSTEM PROJECTS	0	0	13,250	0%

F. CARRY-OVER PROJECTS FROM PRIOR YEAR

TOTAL CARRYOVER PROJECTS	0	0	0	0%
---------------------------------	----------	----------	----------	-----------

G. ADVANCED CHARGES & DEBIT SERVICE FUNDS COLLECTED

	MTD	YTD	BUDGET	% BUDGET
91 On-Site Generation of Chlorine <i>(\$1.3M - FY23/24 Treatment Facility Project)</i>	10,996	120,954	131,950	92%
92 Prof. Services for New Capital Debt	13,517	148,683	162,200	92%
93 Storage Barn for Ruth Headquarters	7,500	82,500	90,000	92%
TOTAL ADVANCED CHARGES COLLECTED	32,013	352,138	384,150	92%

H. PROJECTS NOT CHARGED TO MUNICIPAL CUSTOMERS

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
94 On-Site Generation of Chlorine <i>(\$1.2M - FY23, Treatment Facility Project)</i>	(283)	742,835	1,212,499	61%
95 Humboldt Bay Radio Read Meters <i>(Capital Replacement Funds)</i>	0	0	9,500	0%
96 Ruth Paving and Repairs <i>(Non-FEMA August Complex Wildfire Funds Collected)</i>	0	0	0	0
97 Domestic Water System Cathodic Protection <i>(Collected Advance Charges)</i>	0	0	0	0

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

PROJECT PROGRESS REPORT - PAGE 5 OF 5

May 31, 2024

92% Of Budget Year

**H. PROJECTS NOT CHARGED TO MUNICIPAL CUSTOMERS (con't)**

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
98 Streambed Flow Enhancement Grant <i>(DWR Grant)</i>	8,651	31,647	457,755	7%
99 Clean-Out Industrial Water Tank <i>(ReMat Reserves)</i>	0	0	0	0
100 North Mainline Extension Study	0	0	10,000	0%
101 BL Rancheria Water	0	14,498	0	0
102 CalFire Healthy Forest Grant <i>(CalFire Grant)</i>	9,012	59,172	5,000,000	1%
103 CalFire Fuels Reduction Program <i>(CalFire Funding)</i>	0	141,910	500,000	28%
103A Quagga Grant Projects (Ruth Lake)	0	19,216	0	0%
103B Grant - 1x Tank (Industrial) Seismic Retrofit <i>(ReMat Reserves)</i>	6,176	92,558	0	0
103C Prof. Services for New Capital Debt <i>(Collected Advance Charges)</i>	2,369	27,511	0	0%
TOTAL NOT CHARGED TO CUSTOMERS	25,925	1,129,348	7,189,754	16%

PROJECT PROGRESS REPORT SUMMARY OF ALL ACTIVITY

CUSTOMER CHARGES	MTD	YTD	BUDGET	% BUDGET
TOTAL NON-GRANT FUNDED CAPITAL PROJECTS	0	6,854	181,000	4%
<i>Treatment Facility Portion</i>	0	0	0	
TOTAL EQUIPMENT & FIXED ASSET PROJECTS	563	244,300	325,250	75%
<i>Treatment Facility Portion</i>	233	34,549	67,000	
TOTAL MAINTENANCE PROJECTS	18,150	150,227	538,500	28%
<i>Treatment Facility Portion</i>	0	839	140,000	
TOTAL PROF/CONSULTING SERVICES	47,259	205,574	650,850	32%
<i>Treatment Facility Portion</i>	0	0	0	
TOTAL INDUSTRIAL SYSTEM PROJECTS	0	0	13,250	0%
TOTAL CARRYOVER PROJECTS	0	0	0	0
<i>Treatment Facility Portion</i>	0	0	0	
TOTAL ADVANCED CHARGES/DEBIT SERVICE	32,013	352,138	384,150	92%
<i>Treatment Facility Portion</i>	\$0	\$0	\$0	
TOTAL CUSTOMER CHARGES	\$97,984	\$959,093	\$2,093,000	46%
NON-CUSTOMER CHARGES (CURRENT FY)	MTD	YTD	BUDGET	% BUDGET
TOTAL GRANT FUNDED CAPITAL PROJECTS	9,091	2,634,446	13,900,000	19%
TOTAL NON-CUSTOMER CHARGES	25,925	1,129,348	7,189,754	16%
TOTAL USE OF ENCUMBERED FUNDS	16,570	222,326	800,898	28%
TOTAL NON-CUSTOMER CHARGES	\$51,585	\$3,986,119	\$21,890,652	18%
GRAND TOTAL PROJECT BUDGET ACTIVITY	\$149,570	\$4,945,212	\$23,983,652	21%



HUMBOLDT BAY MUNICIPAL WATER DISTRICT
ENCUMBERED FUNDS RECONCILIATION REPORT
May 31, 2024

	MTD EXPENSES	YTD TOTAL	AMOUNT ENCUMBERED	REMAINING
A. CAPITAL PROJECTS				
1E Fiber Optic Link - Collector 2 - Phase 1	1,430	2,106	28,500	26,394
2E Power and Fiber Optic Link-Collector 2 - Phase 2	0	5,715	44,000	38,285
3E Underground Power to Collector 2 - Phase 3	116	100,319	207,084	106,765
4E Retaining Wall for Valve Access	0	0	70,000	70,000
B. EQUIPMENT & FIXED ASSET PROJECTS				
5E Essex Stand Alone Security and Fire Monitoring	0	1,554	1,750	196
6E Electrical Shop Offices	0	8,027	19,937	11,910
7E Hydro Plant Neutral Overvoltage Relay	1,698	8,674	8,956	282
8E Hydro Plant Wicket Gate & HBV Signal Upgrade	0	8,357	8,500	143
C. MAINTENANCE PROJECTS				
9E FY23 Main Line Meter Flow Calibration	0	124	24,803	24,679
10E Truesdale to Samoa Booster Station Telemetry Radio	0	460	3,209	2,749
11E Line Shed Alarm Upgrades	0	0	6,500	6,500
D. PROFESSIONAL & CONSULTING SERVICES				
24E Above Ground 10,000 Gallon Fuel Tank Testing	0	0	5,400	5,400
25E Salary Survey	13,326	27,157	25,000	(2,157)
26E Engineering Study-Replace 15-inch Peninsula Pipe	0	0	4,702	4,702
27E Samoa Peninsula Coastal Development Permit	0	7,469	26,465	18,996
28E Samoa Peninsula ROW EIR (GHD)	0	32,932	32,932	0
29E Transformer at Hydro Plant	0	8,524	19,779	11,255
30E Upgrade Microsoft Office - Essex	0	15	900	885
31E 404 Permit Assistance	0	0	24,196	24,196
32E Lease Lots Surveys	0	0	22,618	22,618
33E GIS / FIS Ruth Area, Including Internship	0	0	5,000	5,000
34E GIS Project at Ruth Lake (USFS)	0	0	7,500	7,500
35E Collector Arc Flash Study Update and Breaker Testi	0	9,816	9,760	(56)
36E CAISO Meter Inspection Calibration	0	0	4,000	4,000
37E Technical Dam/Spillway Support*	0	1,076	189,407	188,331

*This total comprised of projects #23-51-0033, 23-58-0115, 23-58-0116, 23-56-0122, 23-58-9123, 22-58-0121

ENCUMBERED FUNDS TOTAL	16,570	222,326	800,898	578,572
-------------------------------	---------------	----------------	----------------	----------------

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 5/1/2024-5/31/2024Page: 1
Jun 05, 2024 02:24PM

Vendor Name	Date Paid	Description	Amount Paid
101 NETLINK			
101 NETLINK	05/02/2024	Ruth Data Link/Internet	290.00
Total 101 NETLINK:			290.00
ACWA/JPIA			
ACWA/JPIA	05/20/2024	RETIREE MEDICAL	11,161.69
ACWA/JPIA	05/20/2024	Cobra Dental	65.20
ACWA/JPIA	05/20/2024	COBRA Vision	18.56
Total ACWA/JPIA:			11,245.45
Advanced Security Systems			
Advanced Security Systems	05/07/2024	Ruth Dam Fire Alarm	156.00
Total Advanced Security Systems:			156.00
AirGas NCN			
AirGas NCN	05/07/2024	PPE for Ruth Annual Maintenance	144.14
AirGas NCN	05/14/2024	Gloves for Ruth	24.46
AirGas NCN	05/14/2024	PPE for Ruth	26.96
AirGas NCN	05/30/2024	Eyewash solution for Ruth Hydro Battery Building	34.11
Total AirGas NCN:			229.67
AT & T			
AT & T	05/30/2024	Eureka/Essex LandLine	31.57
AT & T	05/30/2024	Arcata/Essex LandLine	31.57
AT & T	05/30/2024	Eureka Office/Alarm	59.80
AT & T	05/30/2024	TRF	29.12
AT & T	05/30/2024	Essex office/Modem/Control Alarm System	29.12
AT & T	05/15/2024	Eureka Office Long Distance	7.64
AT & T	05/15/2024	Essex office/Modem/Essex Alarm System	6.68
Total AT & T:			195.50
ATS Communications			
ATS Communications	05/07/2024	IT Support for Essex Admin Computers	1,375.00
ATS Communications	05/07/2024	Annual Support for Datto backup	57.75
Total ATS Communications:			1,432.75
Baldwin,Blomstrom,Wilkinson			
Baldwin,Blomstrom,Wilkinson	05/15/2024	Calfire Healthy Forest Grant 1/8 - 3/25/24	3,791.25
Total Baldwin,Blomstrom,Wilkinson:			3,791.25
BDI - M&S Arcata			
BDI - M&S Arcata	05/07/2024	1/2" air line	325.41
Total BDI - M&S Arcata:			325.41
Blue Star Gas - Sequoia Gas Co.			
Blue Star Gas - Sequoia Gas Co.	05/30/2024	Annual Tank Rental Renewal for Ruth HQ	95.90
Total Blue Star Gas - Sequoia Gas Co.:			95.90

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 5/1/2024-5/31/2024Page: 2
Jun 05, 2024 02:24PM

Vendor Name	Date Paid	Description	Amount Paid
Burlington Safety Lab			
Burlington Safety Lab	05/02/2024	Testing & recertification of grounding cluster	45.00
Total Burlington Safety Lab:			45.00
City of Eureka			
City of Eureka	05/14/2024	Eureka office water/sewer	120.01
Total City of Eureka:			120.01
Coastal Business Systems Inc.			
Coastal Business Systems Inc.	05/02/2024	Eureka office copy and fax machine	750.17
Coastal Business Systems Inc.	05/02/2024	Essex copy/fax machine	268.25
Coastal Business Systems Inc.	05/30/2024	Eureka office copy and fax machine	1,007.09
Coastal Business Systems Inc.	05/30/2024	Essex copy/fax machine	360.13
Total Coastal Business Systems Inc.:			2,385.64
Corey Borghino			
Corey Borghino	05/23/2024	Employee Recognition	69.04
Total Corey Borghino:			69.04
Downey Brand Attorneys LLP			
Downey Brand Attorneys LLP	05/23/2024	Legal Fees April 2024 - Instream Flow Investigation	4,660.00
Total Downey Brand Attorneys LLP:			4,660.00
El Dorado Resource Conservation District			
El Dorado Resource Conservation District	05/20/2024	Grant # 8GG20634 Spring 2024 Seedlings	5,221.10
Total El Dorado Resource Conservation District:			5,221.10
Electrical Reliability Services, Inc			
Electrical Reliability Services, Inc	05/30/2024	Ruth Hydro Neutral Overvoltage replay replacement	1,698.00
Total Electrical Reliability Services, Inc:			1,698.00
Eureka Oxygen			
Eureka Oxygen	05/14/2024	cylinder rental	134.20
Eureka Oxygen	05/14/2024	cylinder rental	138.44
Total Eureka Oxygen:			272.64
Eureka Readymix			
Eureka Readymix	05/15/2024	Gravel for Essex Yard lower gate entrance	773.48
Eureka Readymix	05/15/2024	Crushed rock for around IMG reservoir	361.83
Total Eureka Readymix:			1,135.31
FEDEX Freight West			
FEDEX Freight West	05/30/2024	Shipment of safety fall protection winch for repairs	1,018.84
Total FEDEX Freight West:			1,018.84
FleetPride			
FleetPride	05/07/2024	Air hose fitting connections	85.87

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 5/1/2024-5/31/2024Page: 3
Jun 05, 2024 02:24PM

Vendor Name	Date Paid	Description	Amount Paid
FleetPride	05/30/2024	Hydraulic hose for CAT 322 excavator	494.53
Total FleetPride:			580.40
Franchise Tax Board			
Franchise Tax Board	05/06/2024		65.00
Franchise Tax Board	05/20/2024		65.00
Total Franchise Tax Board:			130.00
Frontier Communications			
Frontier Communications	05/02/2024	Ruth HQ Phone	59.70
Frontier Communications	05/02/2024	Ruth Hydro/Ruth Dataline	234.27
Frontier Communications	05/30/2024	Ruth HQ Phone	59.70
Frontier Communications	05/30/2024	Ruth Hydro/Ruth Dataline	236.11
Total Frontier Communications:			589.78
GEI Consultants, Inc			
GEI Consultants, Inc	05/23/2024	Main Line Resiliency Project 23-0799	2,098.50
GEI Consultants, Inc	05/23/2024	Qualified Dam Safety Consultant - FY23/24 #24-0936	2,136.00
Total GEI Consultants, Inc:			4,234.50
GHD			
GHD	05/14/2024	Instream Flow Dedication Update 2023	3,991.15
GHD	05/30/2024	Reservoirs Seismic Retrofit Phs 2 #24-0812	3,539.53
GHD	05/30/2024	Reservoirs Seismic Retrofit Phs 2 #24-0812	3,097.28
GHD	05/30/2024	Reservoirs Seismic Retrofit Phs 2 #24-0811	2,488.50
GHD	05/30/2024	Reservoirs Seismic Retrofit Phs 2 #24-0811	2,186.39
GHD	05/30/2024	General Engineering	729.40
GHD	05/30/2024	General Engineering - Ruth	340.38
GHD	05/30/2024	Cathodic Protection-Soil Corrosivity Condition Assessments #24	11,191.03
GHD	05/30/2024	Mad River Cross Sections Survey Memo 2023 #24-0020	558.13
GHD	05/30/2024	Samoa Peninsula ROW EIR #23-0625	16,608.42
Total GHD:			44,730.21
Grainger			
Grainger	05/02/2024	TRF Supplies	185.78
Total Grainger:			185.78
Harrington Industrial Plastics LLC			
Harrington Industrial Plastics LLC	05/23/2024	Plast-o-matic pressure relief valve for TRF	1,365.41
Total Harrington Industrial Plastics LLC:			1,365.41
Hazen and Sawyer			
Hazen and Sawyer	05/30/2024	Grant Support Services #24-0128	2,500.00
Hazen and Sawyer	05/30/2024	Grant Support Services #24-0128	3,000.00
Hazen and Sawyer	05/30/2024	Grant Support Services #24-0128	2,250.00
Hazen and Sawyer	05/30/2024	Grant Support Services #24-0128	2,500.00
Total Hazen and Sawyer:			10,250.00

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 5/1/2024-5/31/2024Page: 4
Jun 05, 2024 02:24PM

Vendor Name	Date Paid	Description	Amount Paid
Health Equity Inc			
Health Equity Inc	05/13/2024	HSA Admin Fee May 2024 - 19 employees	56.05
Health Equity Inc	05/13/2024	HSA Admin Fee May 2024 - 6 employees	17.70
Total Health Equity Inc:			73.75
Hensel Hardware			
Hensel Hardware	05/07/2024	Wet Floor Sign for TRF	29.28
Hensel Hardware	05/07/2024	Shop supplies	64.80
Hensel Hardware	05/07/2024	Supplies for Ruth Annual Maintenance	140.70
Hensel Hardware	05/07/2024	Fire extinguisher sign for Hydro Plant	10.96
Hensel Hardware	05/30/2024	Hardware for picnic tables	29.49
Hensel Hardware	05/30/2024	Shop Supplies	80.21
Hensel Hardware	05/30/2024	Shop Supplies	19.09
Hensel Hardware	05/30/2024	Supplies for Ruth Annual Maintenance	352.77
Total Hensel Hardware:			727.30
Henwood Associates, Inc			
Henwood Associates, Inc	05/07/2024	Consultant Services Agreement- March 2024	2,584.71
Total Henwood Associates, Inc:			2,584.71
Humboldt County Treasurer			
Humboldt County Treasurer	05/15/2024	Capital Financing Project	45,611.43
Total Humboldt County Treasurer:			45,611.43
Humboldt Redwood Company, LLC			
Humboldt Redwood Company, LLC	05/15/2024	Mt Pierce Lease site	320.59
Total Humboldt Redwood Company, LLC:			320.59
Humboldt Waste Management Authority			
Humboldt Waste Management Authority	05/07/2024	debris disposal fee	50.54
Total Humboldt Waste Management Authority:			50.54
Industrial Electric			
Industrial Electric	05/07/2024	Credit Memo on Inv #s 44880 & 44849	283.25-
Industrial Electric	05/07/2024	Pump #1 Motor Replacement	1,634.68
Total Industrial Electric:			1,351.43
Johnson's Mobile Rentals LLC			
Johnson's Mobile Rentals LLC	05/07/2024	Temporary fence rental for TRF Tesla battery project	232.74
Total Johnson's Mobile Rentals LLC:			232.74
JTN Energy, LLC			
JTN Energy, LLC	05/07/2024	Consultant Services Agreement - March 2024	2,584.71
Total JTN Energy, LLC:			2,584.71
Justin Natividad			
Justin Natividad	05/17/2024	Per Diem for Ruth	37.50

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 5/1/2024-5/31/2024Page: 5
Jun 05, 2024 02:24PM

Vendor Name	Date Paid	Description	Amount Paid
Total Justin Natividad:			37.50
Keenan Supply			
Keenan Supply	05/07/2024	Gauge Guard	145.66
Keenan Supply	05/02/2024	TRF Injection quill replacement	47.36
Total Keenan Supply:			193.02
Keith Daggs			
Keith Daggs	05/17/2024	Per Diem for Ruth	37.50
Total Keith Daggs:			37.50
Kelsie Sobol			
Kelsie Sobol	05/30/2024	Eureka Petty Cash - PO Box lock change & Keys	45.00
Kelsie Sobol	05/30/2024	Eureka Petty Cash - Employee Recognition	29.25
Kelsie Sobol	05/30/2024	Eureka Petty Cash - Postage Due	.92
Kelsie Sobol	05/30/2024	Eureka Petty Cash - Tea for Board Meeting	7.86
Kelsie Sobol	05/30/2024	Eureka Petty Cash - Postage Due	.48
Kelsie Sobol	05/30/2024	Eureka Petty Cash - Office Supplies	6.54
Kelsie Sobol	05/30/2024	Eureka Petty Cash - Ruth Cabin Supplies	63.99
Total Kelsie Sobol:			154.04
Mario Palmero			
Mario Palmero	05/30/2024	Essex Petty Cash - Refreshments	102.26
Mario Palmero	05/30/2024	Essex Petty Cash - SMV sign for tractor	20.60
Mario Palmero	05/30/2024	Essex Petty Cash - Distilled Water	20.36
Total Mario Palmero:			143.22
McKinleyville Ace Hardware			
McKinleyville Ace Hardware	05/30/2024	Supplies	69.44
Total McKinleyville Ace Hardware:			69.44
McMaster-Carr Supply			
McMaster-Carr Supply	05/07/2024	Anodes for heat exchangers	64.84
Total McMaster-Carr Supply:			64.84
Microbac Laboratories, Inc			
Microbac Laboratories, Inc	05/10/2024	Lab Tests - FBGCSD	110.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - Humboldt Bay Retail	260.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - Humboldt Bay Retail	110.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - FBGCSD	55.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - FBGCSD	110.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - Humboldt Bay Retail	110.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - Humboldt Bay Retail	110.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - FBGCSD	110.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - FBGCSD	110.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - Humboldt Bay Retail	260.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - Humboldt Bay Retail	110.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - Humboldt Bay Retail	110.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - FBGCSD	110.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - Humboldt Bay Retail	401.00

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 5/1/2024-5/31/2024Page: 6
Jun 05, 2024 02:24PM

Vendor Name	Date Paid	Description	Amount Paid
Microbac Laboratories, Inc	05/10/2024	Lab Tests - Humboldt Bay Retail	110.00
Microbac Laboratories, Inc	05/10/2024	Lab Tests - FBGCSD	110.00
Total Microbac Laboratories, Inc:			2,296.00
Miller Farms Nursery			
Miller Farms Nursery	05/14/2024	Honda gasket set	16.15
Total Miller Farms Nursery:			16.15
Mission Linen			
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	93.47
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	84.49
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	66.40
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	5.40
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	1.73
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	1.58
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	3.95
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	80.54
Mission Linen	05/02/2024	maintenance supplies	57.08
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	53.47
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	55.99
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	80.54
Mission Linen	05/02/2024	maintenance supplies & uniform rentals	27.99
Total Mission Linen:			612.63
Napa Auto Parts			
Napa Auto Parts	05/07/2024	Annual Ruth Maintenance supplies	38.06
Napa Auto Parts	05/07/2024	Annual Ruth Maintenance supplies	9.21
Napa Auto Parts	05/07/2024	Brake parts cleaner for Ruth Hydro	44.14
Napa Auto Parts	05/07/2024	Parts for Unit #16	10.81
Napa Auto Parts	05/30/2024	Absorbents	48.76
Total Napa Auto Parts:			150.98
NHA Advisors, LLC			
NHA Advisors, LLC	05/30/2024	Professional Services for Financial Assistance & Capital Fundin	2,368.75
Total NHA Advisors, LLC:			2,368.75
North Coast Journal, Inc			
North Coast Journal, Inc	05/23/2024	Legal Notice for Domestic Korblex Reservoirs Bid	964.00
North Coast Journal, Inc	05/23/2024	Legal Notice for Industrial Samoa Reservoir Bid	892.00
Total North Coast Journal, Inc:			1,856.00
Northern California Safety Consortium			
Northern California Safety Consortium	05/14/2024	monthly membership fee - May 2024	75.00
Northern California Safety Consortium	05/30/2024	HAZWOPER Refresher training -3 employees	300.00
Northern California Safety Consortium	05/30/2024	HAZWOPER Refresher training -4 employees	400.00
Total Northern California Safety Consortium:			775.00
NTU Technologies, Inc			
NTU Technologies, Inc	05/02/2024	TRF Treatment Chemical	7,052.80
NTU Technologies, Inc	05/02/2024	Use Tax - Added	546.59

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 5/1/2024-5/31/2024Page: 7
Jun 05, 2024 02:24PM

Vendor Name	Date Paid	Description	Amount Paid
NTU Technologies, Inc	05/02/2024	Use Tax - Payable	546.59-
Total NTU Technologies, Inc:			7,052.80
O'Connor & Company			
O'Connor & Company	05/07/2024	Annual Financial Audit FY21/22	493.73
Total O'Connor & Company:			493.73
Optimum			
Optimum	05/02/2024	Essex internet	265.79
Optimum	05/02/2024	Essex Phones	67.30
Optimum	05/02/2024	Eureka Internet	210.95
Optimum	05/02/2024	Fieldbrook-Glendale CSD Internet	333.33
Optimum	05/02/2024	TRF Internet	29.93
Optimum	05/02/2024	TRF Internet - Blue Lake SCADA Monitoring	59.84
Optimum	05/02/2024	TRF Internet - Fieldbrook-Glendale CSD	59.84
Total Optimum:			1,026.98
Pacific Gas & Electric Co.			
Pacific Gas & Electric Co.	05/07/2024	Eureka Office	226.02
Pacific Gas & Electric Co.	05/07/2024	Jackson Ranch Rd Rectifier	21.99
Pacific Gas & Electric Co.	05/07/2024	HWY 299 Rectifier	53.49
Pacific Gas & Electric Co.	05/07/2024	West End Road Rectifier	236.71
Pacific Gas & Electric Co.	05/07/2024	TRF	14,129.29
Pacific Gas & Electric Co.	05/07/2024	Ruth Hydro Valve Control	31.70
Pacific Gas & Electric Co.	05/07/2024	Ruth Hydro	26.29
Pacific Gas & Electric Co.	05/07/2024	Samoa Booster Pump Station	943.08
Pacific Gas & Electric Co.	05/07/2024	Samoa Dial Station	84.79
Pacific Gas & Electric Co.	05/17/2024	Essex Pumping April 2024	4,457.34
Pacific Gas & Electric Co.	05/17/2024	Essex Pumping April 2024	1,744.24
Pacific Gas & Electric Co.	05/17/2024	Essex Pumping April 2024	70,438.98
Pacific Gas & Electric Co.	05/30/2024	Ruth Bunk House	107.31
Pacific Gas & Electric Co.	05/30/2024	Ruth HQ	159.28
Total Pacific Gas & Electric Co.:			92,660.51
Platt Electric Supply			
Platt Electric Supply	05/07/2024	Purchase for power feeder to Essex gate	116.19
Platt Electric Supply	05/30/2024	TRuck Utility Box Light Project	41.20
Total Platt Electric Supply:			157.39
PPG Architectural Coatings			
PPG Architectural Coatings	05/15/2024	Paint for picnic tables	168.11
Total PPG Architectural Coatings:			168.11
Price Paige & Company			
Price Paige & Company	05/20/2024	FY22/23 GASB 68 Audit	3,025.00
Total Price Paige & Company:			3,025.00
Purchase Power			
Purchase Power	05/15/2024	Postage Refill	502.25

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 5/1/2024-5/31/2024Page: 8
Jun 05, 2024 02:24PM

Vendor Name	Date Paid	Description	Amount Paid
Total Purchase Power:			502.25
Recology Arcata			
Recology Arcata	05/14/2024	Essex Garbage/Recycling Service - April 2024	777.72
Total Recology Arcata:			777.72
Recology Humboldt County			
Recology Humboldt County	05/14/2024	Eureka office garbage/recycling service - April 2024	105.52
Total Recology Humboldt County:			105.52
Regional Government Services Authority			
Regional Government Services Authority	05/15/2024	Compensation & Benefit Study #24-0874	13,326.10
Total Regional Government Services Authority:			13,326.10
Rexel USA, Inc			
Rexel USA, Inc	05/15/2024	Annual Scada Support FY23/24	3,549.19
Rexel USA, Inc	05/15/2024	Annual Scada Support FY23/24	4,570.73
Rexel USA, Inc	05/15/2024	Annual Scada Support FY23/24	10,857.00
Total Rexel USA, Inc:			11,878.54
Salisbury Online			
Salisbury Online	05/02/2024	Hot stick and bag to hold 4-way ground set	951.37
Salisbury Online	05/30/2024	Hot stick and bag to hold 4-way ground set	167.01
Total Salisbury Online:			1,118.38
Sholes Overhead Door Inc.			
Sholes Overhead Door Inc.	05/30/2024	Overhead Doors at HQ	6,056.41
Total Sholes Overhead Door Inc.:			6,056.41
Solo Sports			
Solo Sports	05/15/2024	Safety Apparel	1,605.80
Total Solo Sports:			1,605.80
SWAPE, LLC			
SWAPE, LLC	05/07/2024	McNamara & Peepe Document Review & Conference Call	516.25
Total SWAPE, LLC:			516.25
SWRCB-DWOCP			
SWRCB-DWOCP	05/07/2024	Water Treatment T3 Exam Fee - E. Schillinger	100.00
SWRCB-DWOCP	05/30/2024	D2 Cert Renewal - Z Bunke	60.00
Total SWRCB-DWOCP:			160.00
Tehama Tire Service			
Tehama Tire Service	05/07/2024	Unit 9 flat tire repair	25.00
Total Tehama Tire Service:			25.00

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 5/1/2024-5/31/2024Page: 9
Jun 05, 2024 02:24PM

Vendor Name	Date Paid	Description	Amount Paid
Telstar Instruments			
Telstar Instruments	05/07/2024	TRF chemicals	1,183.35
Total Telstar Instruments:			1,183.35
Thatcher Company, Inc			
Thatcher Company, Inc	05/07/2024	Chlorine - 1 CYL	5,083.50
Thatcher Company, Inc	05/07/2024	deposit return - 1 CYL	1,000.00-
Total Thatcher Company, Inc:			4,083.50
The Great Redwood Trail Agency			
The Great Redwood Trail Agency	05/30/2024	2023-24 Annual Fee for Fiber Optic Lease	2,256.91
Total The Great Redwood Trail Agency:			2,256.91
The Mill Yard			
The Mill Yard	05/07/2024	TRF thermostat installation	10.70
The Mill Yard	05/07/2024	Wood post for Aldergrove access gate	18.60
The Mill Yard	05/07/2024	Repair Park #1 picnic table	16.34
The Mill Yard	05/07/2024	FB Pump Station new door installation	25.50
The Mill Yard	05/30/2024	Shop supplies	8.45
The Mill Yard	05/15/2024	Supplies for repairing park picnic tables	38.90
The Mill Yard	05/15/2024	Supplies for repairing park picnic tables	39.97
The Mill Yard	05/07/2024	Underlayment for Park #1 Gazebo roof replacement	173.60
The Mill Yard	05/07/2024	12 ft ladder	352.63
Total The Mill Yard:			684.69
The Mitchell Law Firm, LLP			
The Mitchell Law Firm, LLP	05/15/2024	Legal Services- April 2024	501.00
Total The Mitchell Law Firm, LLP:			501.00
Thrifty Supply			
Thrifty Supply	05/30/2024	8294 Fieldbrook Rd Meter Installation	787.68
Total Thrifty Supply:			787.68
Trinity County General Services			
Trinity County General Services	05/15/2024	Pickett Peak site lease	257.50
Total Trinity County General Services:			257.50
Trinity County Solid Waste			
Trinity County Solid Waste	05/15/2024	Ruth HQ dump fees	20.75
Trinity County Solid Waste	05/15/2024	Ruth Hydro dump fees	20.75
Total Trinity County Solid Waste:			41.50
U.S. Bank Corporate Payment System			
U.S. Bank Corporate Payment System	05/08/2024	Side bar steps for Unit 4	234.88
U.S. Bank Corporate Payment System	05/08/2024	TRF Supplies	22.24
U.S. Bank Corporate Payment System	05/08/2024	Electrical Supplies	652.62
U.S. Bank Corporate Payment System	05/08/2024	Wire wagon for Ruth Annual Maintenance	97.64
U.S. Bank Corporate Payment System	05/08/2024	Hand truck	141.04
U.S. Bank Corporate Payment System	05/08/2024	Ruth Annual Maintenance supplies	130.36

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 5/1/2024-5/31/2024Page: 10
Jun 05, 2024 02:24PM

Vendor Name	Date Paid	Description	Amount Paid
U.S. Bank Corporate Payment System	05/08/2024	Essex Office Supplies	206.16
U.S. Bank Corporate Payment System	05/08/2024	Backflow Test Kit Accuracy Check	38.81
U.S. Bank Corporate Payment System	05/08/2024	Backflow Test Kit Accuracy Check	111.11
U.S. Bank Corporate Payment System	05/08/2024	Toner	160.48
U.S. Bank Corporate Payment System	05/08/2024	Spendwise Monthly Subscription	90.00
U.S. Bank Corporate Payment System	05/08/2024	Toner	128.90
U.S. Bank Corporate Payment System	05/08/2024	Network Solutions Web Hosting	266.59
U.S. Bank Corporate Payment System	05/08/2024	Network Solutions Web Hosting - Credit	38.71-
U.S. Bank Corporate Payment System	05/08/2024	Envelopes	50.23
U.S. Bank Corporate Payment System	05/08/2024	Eureka office supplies	18.56
U.S. Bank Corporate Payment System	05/08/2024	Online boating course	27.95
U.S. Bank Corporate Payment System	05/08/2024	Ruth Cabin supplies	195.05
U.S. Bank Corporate Payment System	05/08/2024	Hydro Plant supplies	33.82
U.S. Bank Corporate Payment System	05/08/2024	Fiber optic supplies for link to Collector 2	1,429.51
U.S. Bank Corporate Payment System	05/08/2024	TRF generator block heater	140.06
U.S. Bank Corporate Payment System	05/08/2024	Oil measuring tape	50.63
U.S. Bank Corporate Payment System	05/08/2024	Safety supplies	227.09
U.S. Bank Corporate Payment System	05/08/2024	Rectifier and wiring harness for Altec DC610 Chipper	38.24
U.S. Bank Corporate Payment System	05/08/2024	Safety supply cabinet sign	15.58
U.S. Bank Corporate Payment System	05/08/2024	Tools for Essex	105.00
U.S. Bank Corporate Payment System	05/08/2024	Tools for TRF	85.77
U.S. Bank Corporate Payment System	05/08/2024	Refrigerator for Ruih HQ	1,424.61
U.S. Bank Corporate Payment System	05/08/2024	Wiring harness for chipper	36.08
U.S. Bank Corporate Payment System	05/08/2024	Waders for Ruih Annual Maintenance	452.47
U.S. Bank Corporate Payment System	05/08/2024	Chipper engine repair parts	156.31
U.S. Bank Corporate Payment System	05/08/2024	Essex Office Supplies	80.32
Total U.S. Bank Corporate Payment System:			6,809.40
VALEO Networks			
VALEO Networks	05/02/2024	Eureka office monthly computer maintenance	1,954.79
VALEO Networks	05/07/2024	Replace Battery Backup for Server Room at Eureka Office	1,498.83
VALEO Networks	05/07/2024	Install new computer for GM	330.00
Total VALEO Networks:			3,783.62
Valley Pacific Petroleum Serv. Inc			
Valley Pacific Petroleum Serv. Inc	05/14/2024	Cardlock-Pumping & Control	521.75
Valley Pacific Petroleum Serv. Inc	05/14/2024	Cardlock-Water Quality	521.75
Valley Pacific Petroleum Serv. Inc	05/14/2024	Cardlock-Maintenance	521.75
Valley Pacific Petroleum Serv. Inc	05/14/2024	Cardlock-HB Retail	135.65
Valley Pacific Petroleum Serv. Inc	05/14/2024	Cardlock-FBGCSD	386.08
Valley Pacific Petroleum Serv. Inc	05/07/2024	Fuel for 2MW Generator	4,603.17
Valley Pacific Petroleum Serv. Inc	05/07/2024	Fuel for Essex	2,238.09
Valley Pacific Petroleum Serv. Inc	05/15/2024	Employee Purchase - Reimbursed on 5/20/24 paycheck	39.24
Valley Pacific Petroleum Serv. Inc	05/07/2024	DOT drum for Ruth Annual Maintenance	101.60
Total Valley Pacific Petroleum Serv. Inc:			9,069.08
Verizon Wireless			
Verizon Wireless	05/15/2024	General Manager	39.59
Verizon Wireless	05/15/2024	Ruth Area	24.69
Verizon Wireless	05/15/2024	Humboldt Bay Retail	12.29
Verizon Wireless	05/15/2024	Fieldbrook Glendale CSD	34.97
Verizon Wireless	05/15/2024	Humboldt Bay IPAD	9.88
Verizon Wireless	05/15/2024	Fieldbrook Glendale CSD IPAD	28.12
Verizon Wireless	05/15/2024	Ruth Area	26.11

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 5/1/2024-5/31/2024Page: 11
Jun 05, 2024 02:24PM

Vendor Name	Date Paid	Description	Amount Paid
Verizon Wireless	05/15/2024	<i>Ruth Hydro</i>	26.10
Total Verizon Wireless:			201.75
Watt's Cleaning Services			
Watt's Cleaning Services	05/14/2024	<i>Eureka office cleaning 4/10 & 4/24/24</i>	278.00
Total Watt's Cleaning Services:			278.00
Grand Totals:			329,360.33

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

SUPPLEMENTAL - FIELDBROOK-GLENDALE CSD CONTRACT SERVICES
 MONTHLY BILLING/EXPENSE REPORT
 May 31, 2024



	Month-to-Date	Year-to-Date
<i>Contract Services Billing</i>		
Administrative	1,194.64	13,141.04
Indirect/Overhead	946.53	10,411.83
Maintenance/Operations/Supplies	18,351.28	217,166.30
Total FB-GCSD Billing	20,492.45	240,719.17
<i>Contract Services Expenses</i>		
Employee Wages	10,040.62	121,711.00
Employee Benefits	5,002.34	63,086.65
Operations & Maintenance Expenses	2,025.37	18,771.11
General & Administrative Expenses	464.06	13,925.11
Total FB-GCSD Expenses	17,532.39	217,493.87
<i>NET Fieldbrook Contract Services</i>	2,960.06	23,225.30

Humboldt Bay Municipal Water District

To: Board of Directors
From: Chris Harris
Date: June 13, 2024
Re: FY24/25 Budget Summary

Review

During the May Board Meeting staff presented the *Service & Supply Budget*, *Salaries & Wages Budget*, *Employee Benefits Budget*, and the *Project Budget*. This month, staff will provide an additional presentation summarizing the entire DRAFT Budget review the potential impact on wholesale customer charges.

Service & Supply Budget

- No changes since presentation May 16th

Salaries & Wages Budget

- No changes since presentation May 16th

Employee Benefits Budget

- No changes since presentation May 16th

Special Projects Budget

- No changes since presentation May 16th

Next Steps

The finalized budget will be presented for consideration and adoption at the July 11, 2024 Board meeting.

Attachment

PowerPoint presentation of DRAFT FY24/25 Budget

Review of FY24/25 Draft Budget

Humboldt Bay Municipal Water District



MAY 16TH FY24/25 BUDGET INTRODUCTION

SUMMARY OVERVIEW

SERVICE & SUPPLY

SALARIES & EMPLOYEE BENEFITS

PROJECT BUDGET

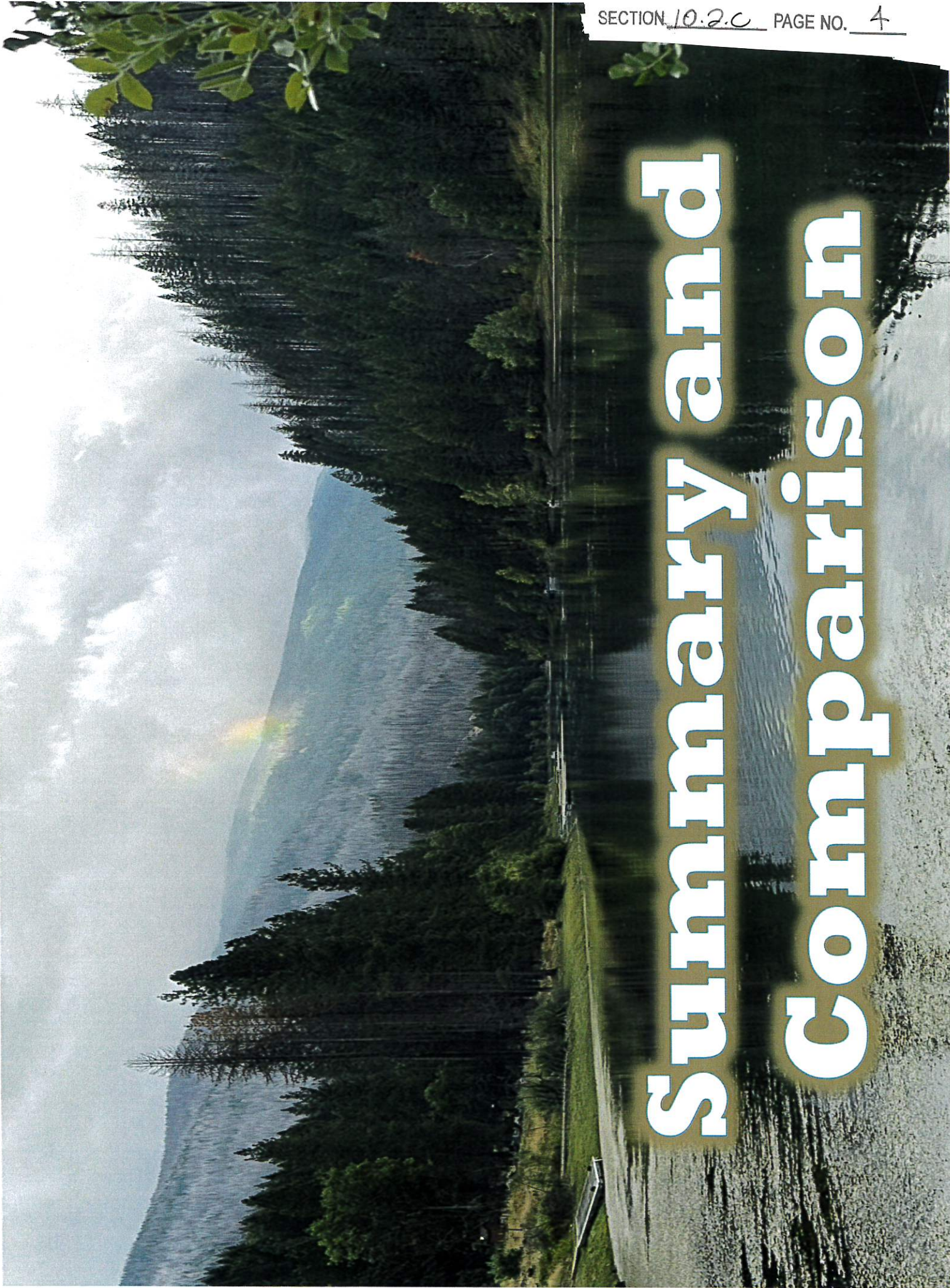
JUNE 13TH

REVIEW DRAFT BUDGET

JULY 11TH REVIEW FINAL FY24/25 BUDGET

CONSIDERATION & APPROVAL

Summary and Comparison



Projected Customer Charges - Comparison

Comparison of FY24/25 DRAFT to Prior Year

	FY23/24	FY24/25	\$ Change	% Change
Project Budget (Customer Charges)	\$2,045,000	\$2,003,600	<\$41,400>	<2.0%>
Employee Benefits Budget	\$1,776,146	\$1,819,707	\$43,561	2.5%
Service & Supply Budget	\$2,002,700	\$2,159,900	\$157,200	7.8%
Salaries & Wages Budget	\$2,843,013	\$2,974,679* <small>*(includes 3.2% COLA)</small>	\$131,666	4.6%
Other Revenue	<\$627,663>	<\$642,282>	\$14,619	2.3%
TOTAL PROJECTED CUSTOMER CHARGES	\$8,039,196	\$8,315,604	\$276,408	3.4%

Summary and Comparison

9-yr Comparison of Charges to Municipal Customers

YEAR	TOTAL MUNI CHARGES	\$ CHANGE	% CHANGE
FY16/17	\$6,744,300	\$604,211	9.84%
FY17/18	\$5,534,500	<\$1,209,835>	<17.94%>
FY18/19	\$7,006,200	\$1,471,700	26.59%
FY19/20	\$7,188,057	\$181,857	2.60%
FY20/21	\$7,399,400	\$221,343	2.94%
FY21/22	\$7,589,200	\$189,800	2.56%
FY22/23	\$7,774,141	\$184,941	2.44%
FY23/24	\$8,039,196	\$265,055	3.40%
FY24/25 (Estimated)	\$8,315,604	\$276,408	3.44%

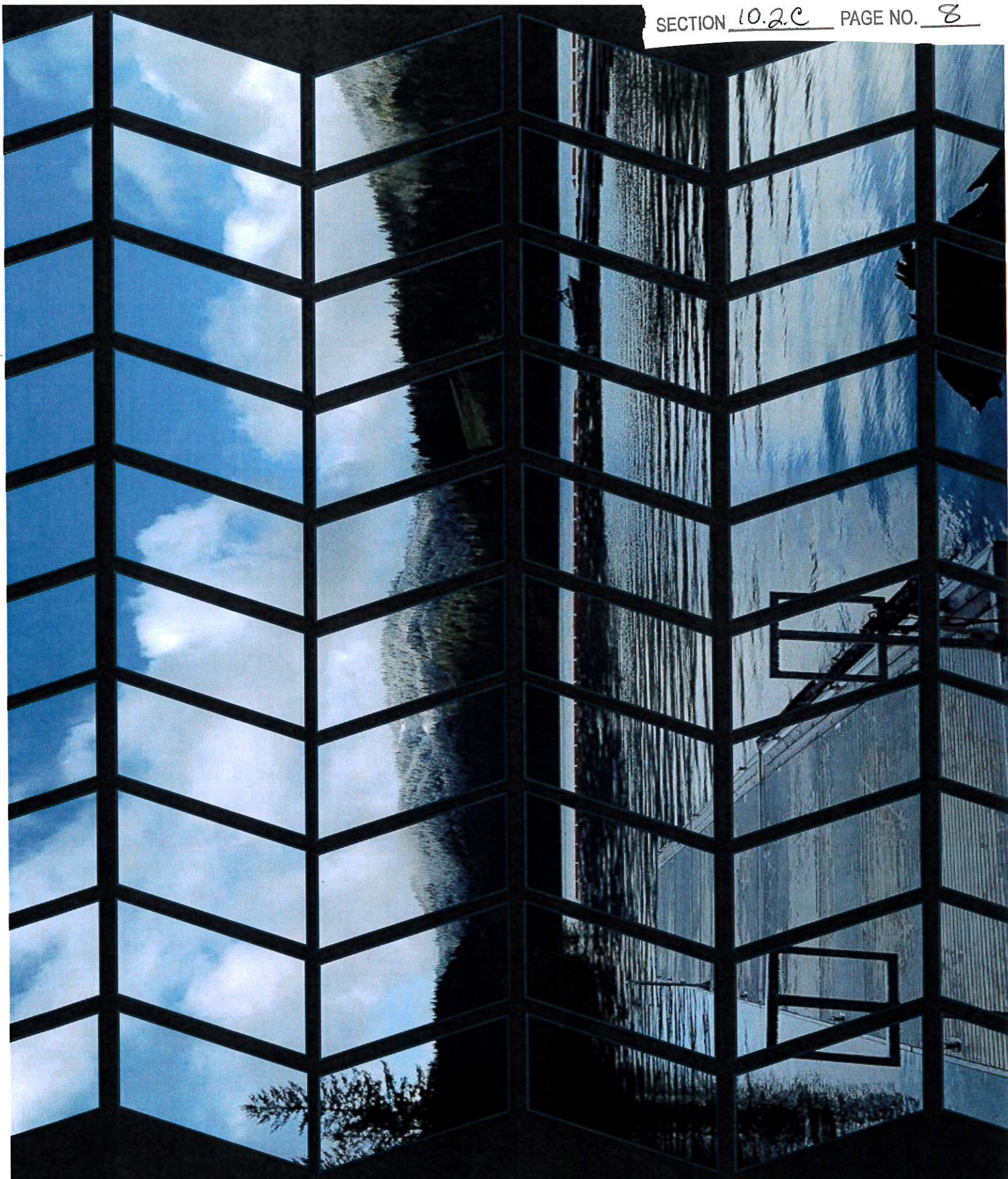
Total Projected Customer Charges

Overview of FY2024/25 DRAFT Budget

Project Budget (Customer Charges)	\$2,003,600
Employee Benefits Budget	\$1,819,707
Service & Supply Budget	\$2,159,900
Salaries & Wages Budget (w/ 5.7% COLA)	\$2,974,679
Other Revenue	<\$642,282>

TOTAL PROJECTED CUSTOMER CHARGES

\$8,315,604



Service & Supply Budget

REQUESTED BUDGET ADJUSTMENTS

POWER	+\$112,300
INSURANCE	+\$19,000
IT & SOFTWARE MAINTENANCE	+\$9,200
INTERNET	+\$5,650
MATERIALS AND SUPPLIES	+\$5,500
AUTO OPERATIONS & MAINTENANCE	+\$5,300

REQUESTED BUDGET ADJUSTMENTS

REGULATORY FEES

+\$3,900

LABORATORY

+\$1,000

NEW REQUEST – SAFETY APPAREL ALLOWANCE

+\$750

MISCELLANEOUS REDUCTIONS

<\$5,400>

MAINTENANCE & REPAIRS

<\$3,600>

SAFETY EQUIPMENT/TRAINING

<\$300>

DUES & SUBSCRIPTIONS

<\$1,500>

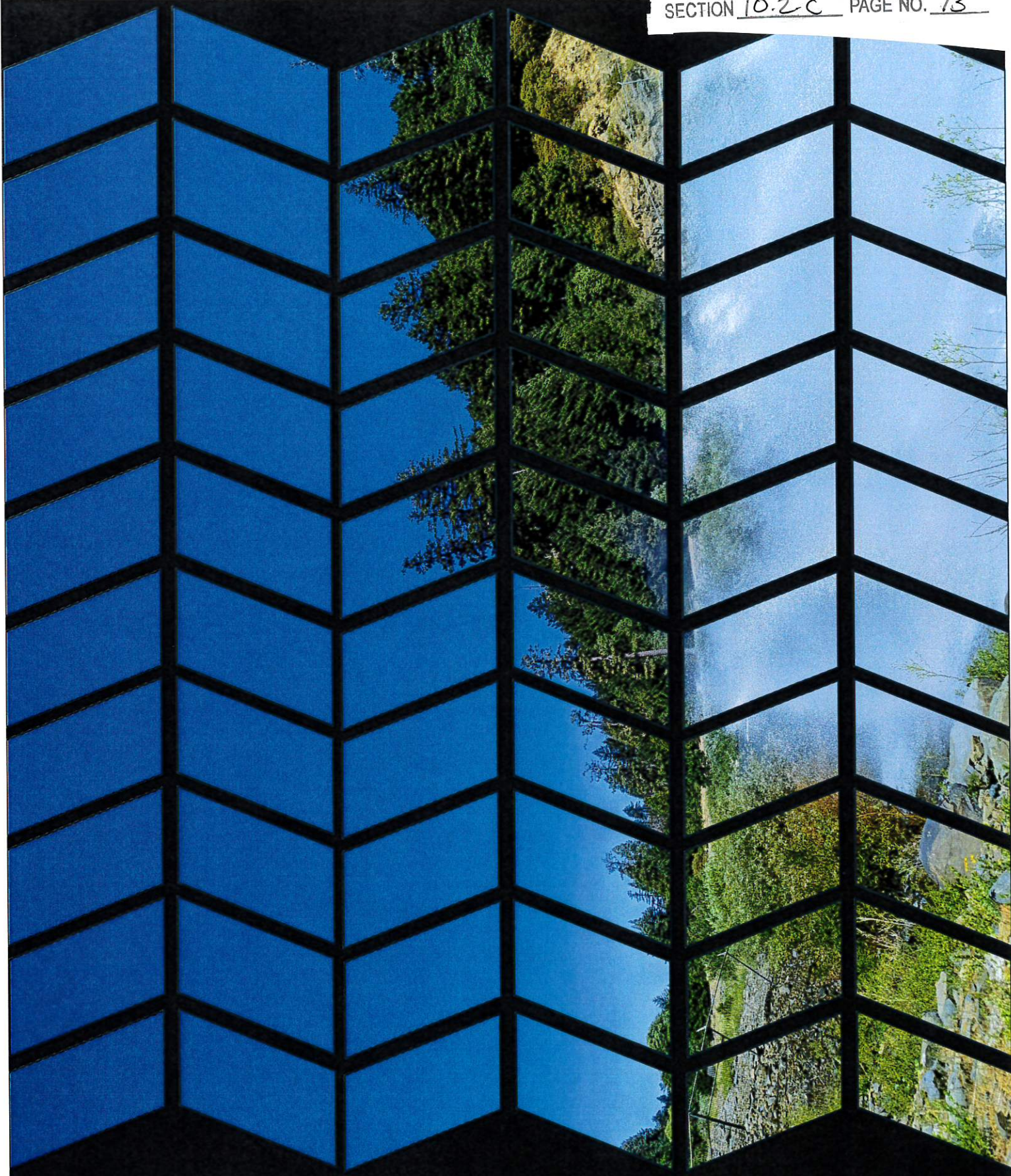
Service & Supply Budget

TOTAL SERVICE & SUPPLY BUDGET
INCREASE REQUESTED \$157,200

REQUESTED BUDGET ADJUSTMENTS

	2023/24 Budget	2024/25 Budget	Change \$	Change %
Total Operations & Maintenance Budget	\$308,900	\$316,800	\$7,900	2.6%
Total General/Admin & Power Budget	\$1,693,800	\$1,843,100	\$149,300	8.8%
TOTAL	\$2,002,700	\$2,159,900	\$157,200	7.8%

Questions?



Salaries & Wages Budget

Salaries & Wages Budget

REQUESTED BUDGET ADJUSTMENTS

COST OF LIVING ADJUSTMENT (COLA)	+\$91,100
TRAINING POSITION – GENERAL MANAGER	+\$37,500
TRAINING POSITION – O & M TECH	+\$11,100
MISC. STEP/LONGEVITY INCREASES	+\$36,000
DIRECTOR COMPENSATION ADJUSTMENT	+\$14,300
REDUCTION (STAFFING CHANGES)	<\$58,400>

Cost of Living Allowance

HISTORICAL LOCAL COLA RATES

Agency	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25
HCSD	1.9%	2.8%	3.3%	2.7%	1.7%	8.5%	8.0%	4.3%*
MCSD	1.8%	2.75%	3.45%	2.75%	1.6%	8.3%	5.6%	3.2%*
City of Eureka	1%	1%	1%	2%	2% July '21 3% Jan. '22	5%	5%	Contact Negotiations
City of Arcata	1.5%	2.5%	3%	4%	4%	4% +2.5% Step 5A	4% +5% Step #6	Contact Negotiations
HBMWD	2.5%	3.0%	2.7%	3%	2%	8.5%	5.7%	3.2%*

Salaries & Wages Budget

**Total Salaries & Wages Budget
Increase Requested \$131,600**

Questions?

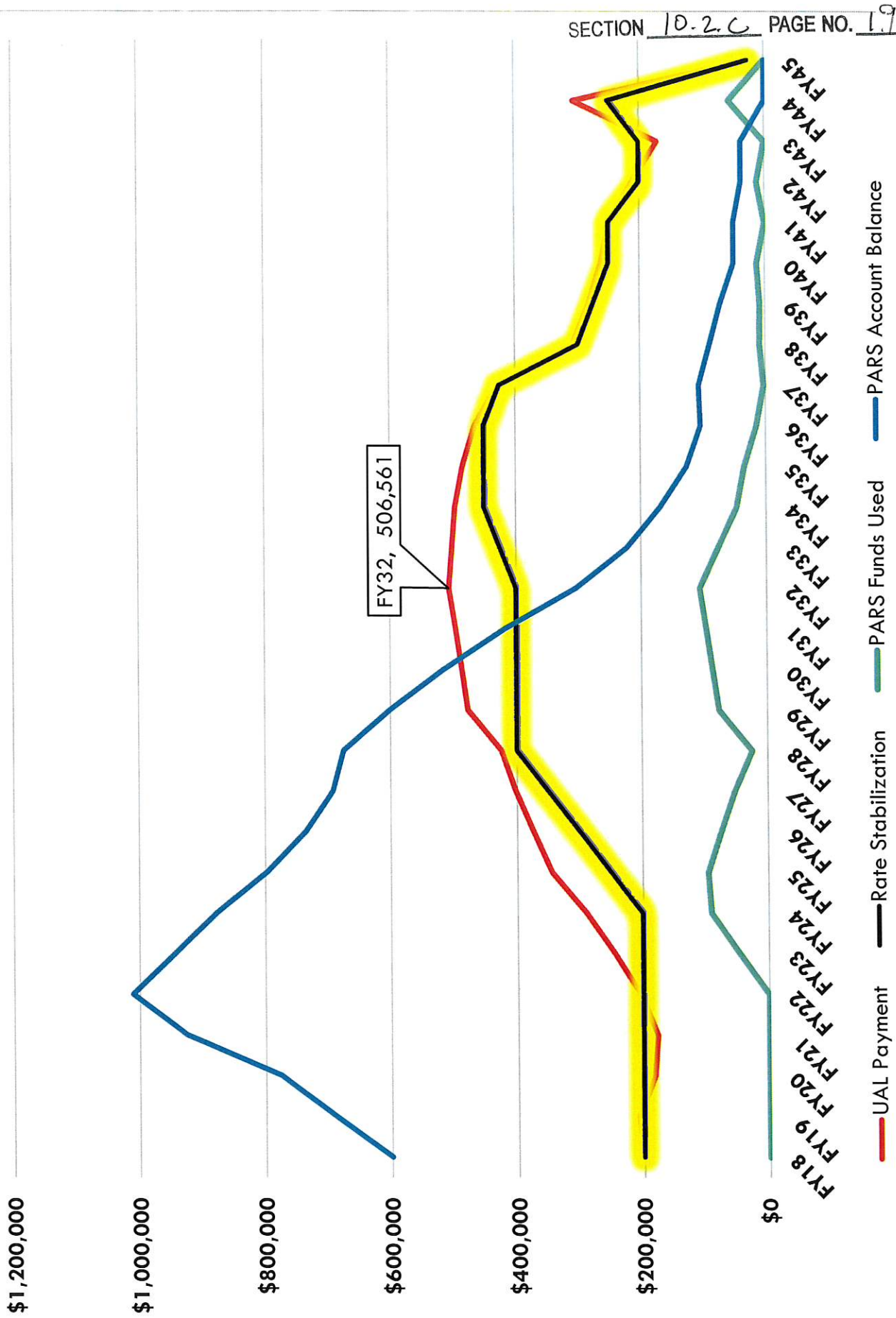


Employee Benefits Budget

Employee Benefits Budget

INCREASE CALPERS UAL RATE STABILIZATION	+\$34,900
TRAINING POSITION – GENERAL MANAGER	+\$17,500
TRAINING POSITION – O & M TECH	+\$8,650
INCREASE FITNESS STIPEND	+\$5,040
PAYROLL TAX EXPENSES	+\$9,200
REDUCTIONS (W. COMP., MEDICAL INS. PREMIUM)	<\$31,730>

Increasing the UAL Stabilization Budget



Employee Benefits Budget

**TOTAL EMPLOYEE BENEFITS
BUDGET INCREASE \$43,560**

Questions?

Summary and Comparison Review

	FY23/24	FY24/25 (Projected)	\$ Change	% Change
Service & Supply	\$2,002,700	\$2,159,900	\$157,200	7.8%
Salaries & Wages	\$2,843,013	\$2,974,679	\$131,666	4.6%
Employee Benefits	\$1,776,146	\$1,819,707	\$43,561	2.5%
Project Budget (Est.)	\$2,045,000	\$2,003,600	<\$41,400>	<2.0%>
Misc. Revenue	<\$627,663>	<\$642,282>	\$14,619	2.3%
Total Charges	\$8,039,196	\$8,315,604	\$276,408	3.4%

YEAR	TOTAL MUNI CHARGES	\$ CHANGE	% CHANGE
FY16/17	\$6,744,300	\$604,211	9.84%
FY17/18	\$5,534,500	<\$1,209,835>	<17.94%>
FY18/19	\$7,006,200	\$1,471,700	26.59%
FY19/20	\$7,188,057	\$181,857	2.60%
FY20/21	\$7,399,400	\$221,343	2.94%
FY21/22	\$7,589,200	\$189,800	2.56%
FY22/23	\$7,774,141	\$184,941	2.44%
FY23/24	\$8,039,196	\$265,055	3.40%
FY24/25 (Estimated)	\$8,315,604	\$276,408	3.44%

Overview of FY2024/25 DRAFT Budget

Project Budget (Customer Charges)	\$2,003,600
Employee Benefits Budget	\$1,819,707
Service & Supply Budget	\$2,159,900
Salaries & Wages Budget (w/ 3.2% COLA)	\$2,974,679
Other Revenue	<\$642,282>
TOTAL PROJECTED CUSTOMER CHARGES	\$8,315,604

FY2024/25 Draft Budget

Questions?

Humboldt Bay Municipal Water District

To: Board of Directors

From: Darcey Quinn

Date: June 13, 2024

Re: Resolution for Annual Limit for Appropriations (Resolution 2024-05)

Background

The California Constitution Article XIII (b) requires the adoption of an annual resolution limiting the amount of appropriations from taxes to a certain base level plus annual increases based on per capital income and population increases. The State Department of Finance has provided the District with these annual Price and Population figures for FY2024/25.

Recommendation and Action

Staff is recommending Board adoption of the attached Resolution 2024-05 to establish the required appropriations limit for the 2024/25 fiscal year.

Attachment

Resolution 2024-05
Dept. of Finance Letter & Attachments

Resolution 2024-05
Limit for Appropriations from Taxes
Resolution of the Humboldt Bay Municipal Water District
Board of Directors

WHEREAS, Article XIII (b) of the State Constitution limits the amount of appropriations from taxes to a certain base level plus annual increases based on per capita income and population decreases and;

WHEREAS, the Humboldt Bay Municipal Water District has received annual updates from the State as to the allowed increase levels and;

WHEREAS, Section 7910 of the California Government Code requires formal adoption, by resolution, of the annual appropriations limit.

NOW, THEREFORE, BE IT RESOLVED:

That the appropriations from taxes limit for fiscal year 2024/2025 is hereby set at \$1,551,042.53; and

That this resolution shall become effective 45 days from the date of its adoption in accordance with California Government Code Division 9 § 7910.

Passed, approved and adopted this 13th day of June 2024 by the following votes:

Ayes:
Nays:
Absent:

Attest:

Neal Latt, President

David Lindberg, Assistant Secretary/Treasurer



Gavin Newsom ■ Governor

1021 O Street, Suite 3110 ■ Sacramento CA 95814 ■ www.dof.ca.gov

April 30, 2024

Dear Fiscal Officer:

Price Factor and Population Information**Appropriations Limit**

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2024, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2024-25. Attachment A provides the change in California's per capita personal income and an example for utilizing the factors to calculate the 2024-25 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2024.** Please note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

/s Richard Gillihan

RICHARD GILLIHAN
Chief Operating Officer

Attachment

May 2024

Attachment A

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2024-25 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2024-25	3.62

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2024-25 appropriation limit.

2024-25:

Per Capita Cost of Living Change = 3.62 percent
Population Change = 0.17 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.62 + 100}{100} = 1.0362$

Population converted to a ratio: $\frac{0.17 + 100}{100} = 1.0017$

Calculation of factor for FY 2024-25: $1.0362 \times 1.0017 = 1.0379$

Fiscal Year 2024-25

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024 and Total Population, January 1, 2024

County City	Percent Change	--- Population Minus Exclusions ---		Total Population
	23-24	1-1-23	1-1-24	1-1-24
Humboldt				
Arcata	-1.54	18,830	18,540	18,540
Blue Lake	-1.29	1,164	1,149	1,149
Eureka	-0.80	26,116	25,906	26,073
Ferndale	-1.45	1,376	1,356	1,356
Fortuna	-1.11	12,318	12,181	12,181
Rio Dell	-1.49	3,290	3,241	3,241
Trinidad	-1.34	298	294	294
Unincorporated	-1.07	70,959	70,199	70,266
County Total	-1.11	134,351	132,866	133,100

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Limit for Appropriations from taxes (Prop 4 Calculation)

Article XIII (b) of the State Constitution limits the amount of appropriations from taxes.

California State Department of Finance, Demographic Research Unit (DRU) provides Price and Population information
Information will be available on State of California Department of Finance website after May 1st

Calculation of 24/25 Limit

$$\$ 1,709,926.51 \quad \times \quad 1.02470 \quad = \quad \$1,752,158.58$$

Instructions: Multiply prior year limit by current year factor

Humboldt County

$$-1.11 \quad + \quad 100 \quad \text{divided by} \quad 100 \quad = \quad 0.98890$$

$$1.0362 \quad \times \quad 0.98890 \quad = \quad 1.02470$$

$$\$ 1,513,657.93 \quad \times \quad 1.02470 \quad = \quad \$1,551,042.53$$

Instructions: Convert Humboldt County Percent change to ratio (Humboldt County Percent change + 100 divided by 100)
Multiply State percentage change by Humboldt County Percent change. Example $1.0755 \times 0.99770 = 1.07303$
Multiply prior year Humboldt County limit by resulting factor (1.07303).

Search all cases and statutes...

JX

Statutes, codes, and regulations / CALIFORNIA CODES / ...
/ Division 9 - EXPENDI... / Section 7910 - Estab...

Cal. Gov. Code § 7910

[Download PDF](#)

Current through the 2023 Legislative Session.

Section 7910 - Establishment of appropriations limit by governing body
in local jurisdiction

(a) Each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit and make other necessary determinations for the following fiscal year pursuant to Article XIII B of the California Constitution at a regularly scheduled meeting or noticed special meeting. Fifteen days prior to the meeting documentation used in the determination of the appropriations limit and other necessary determinations shall be available to the public. The determinations made pursuant to this section are legislative acts.

(b) A judicial action or proceeding to attack, review, set aside, void, or annul the action of the governing body taken pursuant to this section shall be commenced within 45 days of the effective date of the resolution.

(c) A court in which an action described in subdivision (b) is pending, including any court reviewing the action on appeal from the decision of a lower court, shall give the action preference over all other civil actions, in the manner of setting the action for hearing or trial and in hearing the action, to the end that the action shall be quickly heard and determined.

Ca. Gov. Code § 7910

Amended by Stats 2007 ch 263 (AB 310), s 25, eff. 1/1/2008.

Our Privacy Statement & Cookie Policy

All Thomson Reuters websites use cookies to improve your online experience. They were placed on your computer when you launched this website. You can change your cookie settings through your browser.

[Privacy Statement](#) [Cookie Policy](#) [Do Not Sell or Share My Personal Information / Limit The Use of My Sensitive Personal Information](#)

[Cookie Settings](#)

Accept All
Cookies

Humboldt Bay Municipal Water District

To: Board of Directors
From: Darcey Quinn
Date: June 13, 2024
Re: Workplace Violence Prevention Plan (WVPP)

Background

As a result of California Senate Bill 553 (SB553), all employers that fall within the scope of California Labor Code (LC) 6401.7 and LC 6401.9, are required to establish, implement, and maintain an effective, written Workplace Violence Prevention Plan (WVPP) no later than July 1, 2024.

Recommendation and Action

Staff is recommending that the Board directs and authorizes the General Manager to establish, implement and maintain the written Workplace Violence Prevention Plan (WVPP) for Humboldt Bay Municipal Water District, and adopt the attached as the District's initial WVPP effective immediately.

Attachment

Workplace Violence Prevention Plan (WVPP) for Humboldt Bay Municipal Water District

WORKPLACE VIOLENCE PREVENTION PLAN (WVPP)

for Humboldt Bay Municipal Water District

Our establishment's Workplace Violence Prevention Plan (WVPP) addresses the hazards known to be associated with the four types of workplace violence as defined by Labor Code (LC) section 6401.9.

DEFINITIONS

Emergency - Unanticipated circumstances that can be life threatening or pose a risk of significant injuries to employees or other persons.

Engineering controls - An aspect of the built space or a device that removes a hazard from the workplace or creates a barrier between the employee and the hazard.

Log - The violent incident log required by LC section 6401.9.

Plan - The workplace violence prevention plan required by LC section 6401.9.

Serious injury or illness - Any injury or illness occurring in a place of employment or in connection with any employment that requires inpatient hospitalization for other than medical observation or diagnostic testing, or in which an employee suffers an amputation, the loss of an eye, or any serious degree of permanent disfigurement, but does not include any injury or illness or death caused by an accident on a public street or highway, unless the accident occurred in a construction zone.

Threat of violence - Any verbal or written statement, including, but not limited to, texts, electronic messages, social media messages, or other online posts, or any behavioral or physical conduct, that conveys an intent, or that is reasonably perceived to convey an intent, to cause physical harm or to place someone in fear of physical harm, and that serves no legitimate purpose.

Workplace violence - Any act of violence or threat of violence that occurs in a place of employment.

Workplace violence includes, but is not limited to, the following:

- The threat or use of physical force against an employee that results in, or has a high likelihood of resulting in, injury, psychological trauma, or stress, regardless of whether the employee sustains an injury.
- An incident involving a threat or use of a firearm or other dangerous weapon, including the use of common objects as weapons, regardless of whether the employee sustains an injury.
- The following four workplace violence types:

Type 1 violence - Workplace violence committed by a person who has no legitimate business at the worksite, and includes violent acts by anyone who enters the workplace or

approaches employees with the intent to commit a crime.

Type 2 violence - Workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.

Type 3 violence - Workplace violence against an employee by a present or former employee, supervisor, or manager.

Type 4 violence - Workplace violence committed in the workplace by a person who does not work there, but has or is known to have had a personal relationship with an employee.

Workplace violence does not include lawful acts of self-defense or defense of others.

Work practice controls - Procedures and rules which are used to effectively reduce workplace violence hazards.

RESPONSIBILITY

The WVPP administrator, Chris Harris – Business Manager, has the authority and responsibility for implementing the provisions of this plan for Humboldt Bay Municipal Water District (HBMWD, District). If there are multiple persons responsible for the plan, their roles will be clearly described.

Responsible Persons	Job Title/Position	WVPP Responsibility(ies)	Phone #	Email
John Friedenbach	General Manager	Overall responsibility for the plan; (<i>Approves the final plan and any major revisions</i>)	707-443-5018	friedenbach@hbmwd.com
Chris Harris	Business Manager	Plan Administrator ensures plan is within compliance and is updated and revised as required. [Responsible for employee involvement and training; <i>updates the WVP; training materials, and handles any reports of workplace violence related to any Eureka Office employees</i>		harris@hbmwd.com
Dale Davidsen	Superintendent	<i>handles any reports of workplace violence related to any Essex or Ruth based employees.</i>		supt@hbmwd.com
Darcey Quinn	Accounting Specialist II	Maintains all records of workplace violence and training activities		finance@hbmwd.com

Chris Merz	Asst. Maintenance Supervisor	Responsible for employee involvement and training; [Responsible for emergency response, hazard identification, and coordination with other employers; <i>organizes safety meetings, conducts safety inspections, coordinates emergency response procedures, and communicates with other employers about the plan.</i>		ams@hbmwd.com
Sherrie Sobol	Regulatory Analyst II	Responsible for Eureka Office employee involvement and training; <i>organizes safety meetings</i>		sobol@hbmwd.com

All managers and supervisors are responsible for implementing and maintaining the WVPP in their work areas and for answering employee questions about the WVPP.

EMPLOYEE ACTIVE INVOLVEMENT

HBMWD ensures the following policies and procedures to obtain the active involvement of employees and authorized employee representatives in developing and implementing the plan:

- Management will work with and allow employees and authorized employee representatives to participate in:
 - Identifying, evaluating, and determining corrective measures to prevent workplace violence.
 - As part of the monthly safety meetings at various District worksites (Essex, Ruth, Eureka Main Office) management and employees will discuss and identify workplace violence related concerns/hazards, evaluate those hazards and/or concerns, and determine how best to correct them. These discussions are intended to include brainstorming sessions, discussions of recent incidents, and review safety procedures regarding workplace violence.
 - Designing and implementing training
 - Employees are encouraged to participate in designing and implementing training programs, and their suggestions are incorporated into the training materials. For example, an employee might suggest a new training scenario based on a recent incident.

- Reporting and investigating workplace violence incidents.
- Employees must report all workplace violence incidents either verbally or written (text, email, etc.). Reports should be made to their direct supervisor, General Manager, Superintendent and/or Business Manager. All reports will be logged and full investigations will be conducted.
- Management will ensure that all workplace violence policies and procedures within this written plan are clearly communicated and understood by all employees. Managers and supervisors will enforce the rules fairly and uniformly.

All employees will follow all workplace violence prevention plan directives, policies, and procedures, and assist in maintaining a safe work environment.

Employee Obligations

Each employee and every person on HBMWD property is encouraged to report incidents of threats or acts of physical violence. In cases where the reporting individual is not a HBMWD employee, the report should be made to the local Police Department and/or the appropriate law enforcement agency who has jurisdiction over the offense alleged to have been committed.

In cases where the reporting individual is a HBMWD employee, the report shall be made to the reporting individual's immediate supervisor. If the immediate supervisor is not available, the report shall be made to the next level of management. Prior to proceeding with any formal investigation, the management level supervisor shall report the incidents of threats or acts of physical violence to the Business Manager (Plan Administrator).

Employees (Including Managers and Supervisors) are responsible for:

- Their own behavior by interacting responsibly with fellow employees, supervisors, and clients;
- Being familiar with District policy regarding workplace violence;
- Promptly reporting actual and/or potential acts of violence to appropriate authorities;
- Cooperating fully in investigations/assessments of allegations of workplace violence;
- Being familiar with the services provided by the Employee Assistance Program; and
- Informing appropriate personnel about restraining or protective court orders that have been provided to the District related to domestic situations of employees so that assistance can be offered at the work site.

Managers and Supervisors are additionally responsible for:

- Informing employees of the District's workplace violence prevention plan;
- Taking all reported incidents of workplace violence seriously;
- Investigating all acts of violence, threat, and similar disruptive behavior in a timely fashion and taking the necessary action(s);
- Providing feedback to employees regarding the outcome of their reports regarding violent or potentially violent incidents;
- Requesting, where appropriate, assistance from functional area expert(s);
- Being cognizant of situations that have the potential to produce violent behavior and promptly addressing them with all concerned parties;
- Encouraging employees who show signs of stress or evidence of possible domestic violence to seek assistance, such as the Employee Assistance Program; and

- Assuring, where needed, that employees have time and opportunity to attend training, e.g., conflict resolution, stress management, etc.

The plan shall be in effect at all times and in all work areas and be specific to the hazards and corrective measures for each work area and operation.

EMPLOYEE COMPLIANCE

Management will ensure that all workplace security policies and procedures are clearly communicated and understood by all affected workers. Managers and supervisors will enforce the rules fairly and uniformly.

All affected workers will follow all workplace security directives, policies, and procedures, and assist in maintaining a safe work environment.

Our system to ensure that workers comply with the rules and maintain a secure work environment will include at a minimum:

- Inform workers of the provisions of our WVPP.
- Evaluate the security performance of all workers.
- Recognize workers who perform secure work practices as part of the District's Safety Program.
- Provide training to workers whose security performance is deficient.
- Discipline workers for failure to comply with secure workplace practices.

Additionally, HBMWD ensures the following:

- Workers will not be threatened with adverse action or retaliated against in any way if they refuse to report to or leave a workplace or worksite because they have a reasonable belief that the workplace or worksite is unsafe.
- Workers will not be prevented from accessing their mobile or other communication devices to seek emergency assistance, assess the safety of a situation, or communicate with a person to verify their safety.

COMMUNICATION WITH EMPLOYEES

The District recognizes that open, two-way communication between management and staff about workplace security issues is essential to a safe and productive workplace. The following system of communication is designed to facilitate a continuous flow of workplace security information between management and staff in a form that is readily understandable by all affected workers, and consists of one or more of the following:

- New employee orientation including workplace security policies and procedures;
- Review of the WVPP;
- Workplace security training programs;
- Regularly scheduled safety meetings;
- Effective communication between employees and supervisors about security and violence concerns, including translation where appropriate;
- Posted or distributed workplace security information;
- A system for employees to anonymously inform management about workplace security and violence concerns;
- A system for employees to inform management about workplace security hazards or threats of violence without fear of reprisal or adverse action; and
- Address security issues at our workplace safety meetings.

Workplace Security Hazard Assessment

HBMWD has the following locations and physical address:

Main Office: 828 7th Street, Eureka, CA 95501

Plant Facilities: 7270 West End Road, Arcata, CA 95521

Turbidity Reduction Facility: 444 Pipeline Road, Arcata, CA 95521

Ruth Rep. Station and Bunkhouse: 200 Headquarters Way, Mad River, CA 95552

Ruth Hydro Plant: 40 Lower West Side Road, Ruth, CA 95526

Annual or Periodic inspections and reviews to identify and evaluate workplace security and violence hazards will be performed at all our locations.

WORKPLACE VIOLENCE INCIDENT REPORTING PROCEDURE

HBMWD will implement the following effective procedures to ensure that:

- All threats or acts of workplace violence are reported to an employee's supervisor or manager, who will inform the WVPP administrator. This will be accomplished by whatever means are accessible. Either verbally, written, text or phone call. If that's not possible, employees will report incidents directly to the WVPP administrator or immediately contact law enforcement.

A strict non-retaliation policy is in place, and any instances of retaliation are dealt with swiftly and decisively. Employees who retaliate against a co-worker will be disciplined.

EMERGENCY RESPONSE PROCEDURES

HBMWD has in place the following specific measures to handle actual or potential workplace violence emergencies:

- Effective means to alert employees of the presence, location, and nature of workplace violence emergencies by group text message and/or panic buttons/alarms.

- HBMWD will have evacuation or sheltering plans. The plans include maps of evacuation routes, locations of emergency exit, and instructions for sheltering in place.
- Dial 911 or use panic buttons/alarms to alert law enforcement.

In the event of an emergency, including a Workplace Violence Emergency, contact one of the members of the management team.

WORKPLACE VIOLENCE HAZARD IDENTIFICATION AND EVALUATION

The following policies and procedures are established and required to be conducted by HBMWD to ensure that workplace violence hazards are identified and evaluated:

- Inspections shall be conducted when the Plan is first established, after each workplace violence incident, and whenever the District is made aware of a new or previously unrecognized hazard.

Review all submitted/reported concerns of potential hazards:

- Daily or weekly review of all submitted and reported concerns.
- Workplace Violence Hazards suggestion boxes
- Online form (HBMWD Team Site) for reporting workplace violence hazards
- Voicemail/email/text messages

Periodic Inspections

Periodic inspections of workplace violence hazards will identify unsafe conditions and work practices. This may require assessment for more than one type of workplace violence. Periodic Inspections shall be conducted at minimum on an annual basis.

Periodic inspections to identify and evaluate workplace violence and hazards will be performed by designated District staff at all locations.

Inspections for workplace violence hazards include assessing:

- The exterior and interior of the workplace for its attractiveness to thieves;
- The need for violence surveillance measures, such as mirrors and cameras;
- Procedures for employee response during a robbery or other criminal act;
- Procedures for reporting suspicious persons or activities;
- Effective location and functioning of emergency buttons and alarms;

- Posting of emergency telephone numbers for law enforcement, fire, and medical services;
- Whether employees have access to a telephone with an outside line;
- Whether employees have effective escape routes from the workplace;
- Whether employees have a designated safe area where they can go to in an emergency;
- Adequacy of workplace security systems, such as door locks, entry codes, security windows, physical barriers, and restraint systems;
- Frequency and severity of threatening or hostile situations that may lead to violent acts by persons who are service recipients of our establishment;
- Effectiveness of systems and procedures that warn others of actual or potential workplace violence danger or that summon assistance, e.g., alarms or panic buttons;
- The use of work practices such as the "buddy" system for specified emergency events;
- The availability of employee escape routes;
- How well the District's management and employees communicate with each other;
- Access to, and freedom of, movement within the workplace by non-employees, including recently discharged employees or persons with whom one of our employees is having a dispute;
- Frequency and severity of employees' reports of threats of physical or verbal abuse by managers, supervisors, or other employees; and
- Any prior violent acts, threats of physical violence, verbal abuse, property damage or other signs of strain or pressure in the workplace.

WORKPLACE VIOLENCE HAZARD CORRECTION

Workplace violence hazards will be evaluated and corrected in a timely manner. HBMWD will implement the following effective procedures to correct workplace violence hazards that are identified:

- If an imminent workplace violence hazard exists that cannot be immediately abated without endangering employee(s), all exposed employee(s) will be removed from the situation except those necessary to correct the existing condition. Employees necessary to correct the hazardous condition will be provided with the necessary protection.
- All corrective actions taken will be documented and dated on the appropriate forms (Violent Incident Report and Violent Incident Analysis and Log.)
- Corrective measures for workplace violence hazards will be specific to a given work area.
 - Make the workplace unattractive to thieves by: -

- Improve lighting around and at the workplace;
- Possibly install security surveillance cameras in and around the workplace.
- Possibly post of signs notifying the public that cameras are monitoring the facility;
- Utilize surveillance measures, such as cameras and mirrors, to provide information as to what is going on outside and inside the workplace and to dissuade criminal activity.
- Provide workplace violence avoidance systems, such as door locks, physical barriers, and emergency alarms;
- Post emergency telephone numbers for law enforcement, fire, and medical services
- Control, access to, and freedom of movement within, the workplace by non-employees, include recently discharged employees or persons with whom one of our employees is having a dispute.
- Install effective systems to warn others of a violence danger or to summon assistance, e.g., alarms or panic buttons.
- Ensure employees have access to a telephone with an outside line. Provide employee training/re-training(refreshers) on the WVPP, which could include but not limited to the following:
 - Recognizing and handling threatening or hostile situations that may lead to violent acts by persons who are service recipients of our establishment;
 - Ensure that all reports of violent acts, threats of physical violence, verbal abuse, property damage or other signs of strain or pressure in the workplace are handled effectively by management and that the person making the report is not subject to retaliation by the person making the threat;
 - Improve how well our District's management and employees communicate with each other;
 - Procedures for reporting suspicious persons, activities, and packages; and
 - Provide/review employee, supervisor, and management training on emergency action procedures.
- Ensure adequate employee escape routes;
- Increase awareness by employees, supervisors, and managers of the warning signs of potential workplace violence with regular safety meetings;
- Ensure that employee disciplinary and discharge procedures address the potential for workplace violence;
- Maintain a policy for prohibited practices;

- Limit the amount of cash on hand and use safes for large bills; and
- Provide procedures for a "buddy" system for specified emergency events.

PROCEDURES FOR POST INCIDENT RESPONSE AND INVESTIGATION

After a workplace incident, the WVPP administrator or their designee will implement the following post-incident procedures:

- Visit the scene of an incident as soon as safe and practicable;
- Interview involved parties, such as employees, witnesses, law enforcement, and/or security personnel;
- Review security footage of existing security cameras if applicable;
- Examine the workplace for security risk factors associated with the incident, including any previous reports of inappropriate behavior by the perpetrator;
- Determine the cause of the incident;
- Take corrective action to prevent similar incidents from occurring;
- Record the findings and ensure corrective actions are taken;
- Obtain any reports completed by law enforcement;
- The violent incident log will be used for every workplace violence incident and will include information, such as:
 - The date, time, and location of the incident;
 - The workplace violence type or types involved in the incident;
 - A detailed description of the incident;
 - A classification of who committed the violence, including whether the perpetrator was a client or customer, family or friend of a client or customer, stranger with criminal intent, coworker, supervisor or manager, partner or spouse, parent or relative, or other perpetrator;
 - A classification of circumstances at the time of the incident, including, but not limited to, whether the employee was completing usual job duties, working in poorly lit areas, rushed, working during a low staffing level, isolated or alone, unable to get help or assistance, working in a community setting, or working in an unfamiliar or new location;
 - A classification of where the incident occurred, such as in the workplace, parking lot or other area outside the workplace, or other area;

- The type of incident, including, but not limited to, whether it involved any of the following:
 - Physical attack without a weapon, including, but not limited to, biting, choking, grabbing, hair pulling, kicking, punching, slapping, pushing, pulling, scratching, or spitting;
 - Attack with a weapon or object, including, but not limited to, a firearm, knife, or other object;
 - Threat of physical force or threat of the use of a weapon or other object;
 - Sexual assault or threat, including, but not limited to, rape, attempted rape, physical display, or unwanted verbal or physical sexual contact;
 - Animal attack.
- Consequences of the incident, including, but not limited to:
 - Whether security or law enforcement was contacted and their response;
 - Actions taken to protect employees from a continuing threat or from any other hazards identified as a result of the incident;
 - Information about the person completing the log, including their name, job title, and the date completed.
- Reviewing all previous incidents.
- Support and resources, such as counseling services, are provided to affected employees. These resources include information about employee assistance programs (EAP) and time off work if necessary.

Ensure that no personal identifying information is recorded or documented in the written investigation report. This includes information which would reveal identification of any person involved in a violent incident, such as the person's name, address, e-mail address, telephone number, social security number, or other information that, alone or in combination with other publicly available information, reveals the person's identity.

TRAINING AND INSTRUCTION

All employees, including managers and supervisors, will have training and instruction on general and job-specific workplace violence practices. These sessions could involve presentations, discussions, and practical exercises. Training and instruction will be provided as follows:

- When the WVPP is first established;
- Annually to ensure all employees understand and comply with the plan;
- To all new employees and/or employees given new job assignments/work location for which they

have not previously received training;

- Whenever a new or previously unrecognized workplace violence hazard has been identified and when changes are made to the Plan. The additional training may be limited to addressing the new workplace violence hazard or changes to the Plan.

HBMWD will provide its employees with training and instruction on the definitions found on pages 1 and 2 of this Plan and the requirements listed below:

- The District's WVPP - how to obtain a copy of the District's Plan at no cost; and how to participate in development and implementation of the District's Plan;
- How to report workplace violence incidents or concerns to the employer or law enforcement without fear of reprisal;
- Workplace violence hazards specific to the employees' jobs, the corrective measures HBMWD has implemented, how to seek assistance to prevent or respond to violence, and strategies to avoid physical harm;
- The violent incident log and how to obtain copies of records pertaining to hazard identification, evaluation and correction, training records, and violent incident logs;
- Opportunities HBMWD has for interactive questions and answers with a person knowledgeable about the HBMWD Plan;
- Strategies to avoid/prevent workplace violence and physical harm, such as:
 - How to recognize workplace violence hazards including the risk factors associated with the four types of workplace violence; and
 - Ways to defuse hostile or threatening situations.
- How to recognize alerts, alarms, or other warnings about emergency conditions and how to use identified escape routes or locations for sheltering;
- Employee routes of escape;
- Emergency medical care provided in the event of any violent act upon an employee;
- Post-event trauma counseling for employees desiring such assistance.

EMPLOYEE ACCESS TO THE WRITTEN WVPP

HBMWD ensures that the WVPP shall be in writing and shall be available and easily accessible to employees, authorized employee representatives, and representatives of Cal/OSHA at all times. This will be accomplished by:

- Whenever an employee or designated representative requests a copy of the written WVPP, the District will provide the requester with a printed copy of the WVPP, unless the employee or

designated representative agrees to receive an electronic copy;

- The District will provide unobstructed access through a company server or website, which allows an employee to review, print, and email the current version of the written WVPP. Unobstructed access means that the employee, as part of their regular work duties, predictably and routinely uses the electronic means to communicate with management or co-employees.

RECORDKEEPING

HBMWD will:

- Create and maintain records of workplace violence hazard identification, evaluation, and correction, for a minimum of five (5) years.
- Create and maintain training records for a minimum of one (1) year and include the following:
 - Training dates;
 - Contents or a summary of the training sessions;
 - Names and qualifications of persons conducting the training;
 - Names and job titles of all persons attending the training sessions.
- Maintain violent incident logs for minimum of five (5) years.
- Maintain records of workplace violence incident investigations for a minimum of five (5) years.
 - The records shall not contain medical information per subdivision (j) of section 56.05 of the Civil Code.
- All records of workplace violence hazard identification, evaluation, and correction; training, incident logs and workplace violence incident investigations required by LC section 6401.9(f), shall be made available to Cal/OSHA upon request for examination and copying.

EMPLOYEE ACCESS TO RECORDS

The following records shall be made available to employees and their representatives, upon request and without cost, for examination and copying within **15 calendar days of a request**:

- Records of workplace violence hazard identification, evaluation, and correction;
- Training records;
- Violent incident logs.

REVIEW AND REVISION OF THE WVPP

The HBMWD WVPP will be reviewed for effectiveness:

- At least annually;

- When a deficiency is observed or becomes apparent;
- After a workplace violence incident;
- As needed.

Review and revision of the WVPP will include the procedures listed in the *EMPLOYEE ACTIVE INVOLVEMENT* section of this WVPP, as well as the following procedures to obtain the active involvement of employees and authorized employee representatives in reviewing the Plan's effectiveness:

- Review of HBMWD's WVPP should include, but is not limited to:
 - Review of incident investigations and the violent incident log;
 - Assessment of the effectiveness of security systems, including alarms, emergency response, and security personnel availability (if applicable).
- Review that violence risks are being properly identified, evaluated, and corrected. Any necessary revisions are made promptly and communicated to all employees. [These revisions could involve changes to procedures, updates to contact information, and additions to training materials.]

EMPLOYER REPORTING RESPONSIBILITIES

As required by California Code of Regulations (CCR), Title 8, Section 342(a), Reporting Work-Connected Fatalities and Serious Injuries, HBMWD will immediately report to Cal/OSHA any serious injury or illness (as defined by CCR, Title 8, Section 330(h)), or death (including any injury, illness, or death due to Workplace Violence) occurring at work or related in any way to employment with HBMWD.

Humboldt Bay Municipal Water District Board of Directors have directed and authorized the General Manager of the District to ensure: the establishment; implementation; and maintenance of this written workplace violence prevention plan and the documents/forms within this written Plan. Our District Board of Directors and staff are committed to ensuring the safety and well-being of all our employees and believe that these policies and procedures will help us achieve that goal.

Name and title of person authorizing this WVPP

Signature of person authorizing this WVPP

Date of Signature

Date of completion

Addendum A – Violent Incident Report

Violent Incident-Report Instructions

The supervisor receiving a report of workplace violence must complete this form with as much detail as possible to support an investigation. The original report must be forwarded through all appropriate levels of supervision and to the Business Manager (WVPP Administrator). The District HR department must maintain the original form.

Employee Information

Reporting Employee: _____
Affected Employee(s): _____
Affected Employee(s) Job Title(s): _____
Department: _____
Facility Address: _____

Incident Information

Date incident occurred: _____
Time incident occurred: _____
Specific address and detailed description of description where incident occurred (i.e. empty hallway, bathroom, office area):

Definitions of Violent Incident Types

- Type I violence: workplace violence committed by a person who has no legitimate business at the worksite and includes violent acts by anyone who enters the workplace or approaches workers with the intent to commit a crime.
- Type II violence: workplace violence directed at employees by customers, clients, patients, students, inmates, or visitors.
- Type III violence: workplace violence against an employee by a present or former employee, supervisor, or manager.

- Type IV violence: workplace violence committed in the workplace by a person who does not work there but has or is known to have had a personal relationship with an employee.

Checklist of Questions to Answer After a Violent Incident

1. Which type of person threatened or assaulted the employee(s)?

Type I: Stranger Thief/Suspect Other

Type II: Client/Customer Passenger Person in Custody Contractor Visitor

Type III: Current Co-worker Former Co-worker Supervisor/ Manager

Type IV: Current Spouse or Partner Former Spouse or Partner Employee's Friend Employee's Relative Family/friend of client or Contractor

2. What type of violent incident occurred (check all that apply)?

Verbally harassed Verbally Threatened Physically Assaulted Punched

Slapped Grabbed Pushed Choked Kicked Bitten

Hit with Object Threatened with Weapon Assaulted with Weapon Animal Attack

Other (Describe): _____

3. Was a weapon used? Yes No

Describe the incident:

4. Was/were the employee(s) working alone? Yes No

If not, who was/were with the employee(s) that may have witnessed the incident?

5. Were there threats made before the incident occurred? Yes No

If yes, was it ever reported to the employee's supervisor or manager that the employee(s) was/were threatened, harassed, or was/were suspicious that the attacker may become violent?

6. Are you willing to testify against the Respondent in Court to obtain a restraining order?
 Yes No

Reporter Information

Report Completed By: _____
Department/Job Title: _____
Date: _____ Phone number: _____
Email: _____

Addendum B – Violent Incident Investigation

The Business Manager or Designee will complete the investigation into the violent incident. Further investigation and resolution of the incident is expected within seven (7) days in addition to submitting a copy of the completed investigation to HR.

Incident Analysis To be completed by Supervisor/HR Professional:

Has this type of incident occurred before at the workplace? Yes No

What were the main factors that contributed to the incident?

What could have prevented or at least minimized the damage caused by this incident?

Post-Incident Response

- Yes No Did the employee(s) require medical attention as a result of the incident?
- Yes No Did the employee(s) miss work as a result of the incident?
- Yes No Did the employee(s) apply for workers' compensation?
- Yes No Was security contacted?
- Yes No Was building facilities contacted?
- Yes No Was immediate counseling provided to affected workers and witnesses?
- Yes No Was critical incident debriefing provided to all affected staff who desired it?
- Yes No Was post-trauma counseling provided to affected staff who desired it?
- Yes No Was all counseling provided by a professional counselor?

Has there been follow-up with the Employee(s)? Yes No

Is this a recurring event? Yes No

Are there modifications to be made to WVPP to reflect updated practices? Yes No

Describe updates to WVPP _____

Investigation completed by: _____

Department/Job Title: _____

Date: _____ Phone number: _____

Email: _____

Addendum C – Violent Incident Log and Instructions

Every workplace violence incident is reported and recorded in a violent incident log. Any element of personal identifying information sufficient to allow identification of any person involved in a violent incident will **NOT** be recorded. Such personal identifying information includes the person's name, address, electronic mail address, telephone number, social security number, or other information that, alone or in combination with other publicly available information, could reveal the person's identity.

Upon receipt of report, HR assigns a number system for tracking including date of report, Department, initials of who completed the log entry, without including employee name. Tracking and trending should include date, time and location, violence type, type of assault, and incident detailed description.

It is expected that the logs will be forwarded to HR on a timely basis.

Departments are expected to review the data at least quarterly and make improvements to prevent further incidents.

Template Log is below:

Log #	Person who completed the Log	Incident Date	Incident Time (24-hour, military)	Physical Location	Violence Perpetrator(s) Type, e.g., I: stranger; II: client; III: employee (current or former); IV: Personal relationship	Incident Type, e.g., Verbal threats, Physical attack	CAT Notified Y/N	Police Notified Y/N
Example: DHR12.13.23-1	Giano Bito	12/13/23	1403 military	1 S Van Ness, 4 th floor	III	Verbal	Y	Y

To: Board of Directors
From: Chris Harris
Date: June 13, 2024
Re: Audit Services for the year ended June 30, 2023 (FY22/23)

Discussion

For the FY21/22 Audit, staff worked with Michelle Nguyen and Michael O’Conner from O’Conner & Company, located in Novato, California. As the Board is aware, the FY21/22 audit was successful and there were no audit findings – a “clean opinion.”

Currently, staff is working to assemble both FY22/23 data and (very soon), FY23/24 data, in order to resume the regular audit schedule. Once the FY23/24 audit is completed, staff intends to publish an RFP for audit services to ensure the District continues to receive favorable, competitive pricing.

Recommendation

Staff recommends the Board approve the Engagement Letter from O’Conner and Company for Audit Services for the FY22/23 Audit and direct the General Manager to sign it.

Attachments

6/3/2024 Engagement Letter from O’Connor & Company



June 3, 2024

Mr. John Friedenbach, General Manager
Humboldt Bay Municipal Water District
828 Seventh Street
Eureka, CA 95502-0095

Dear Mr. Friedenbach:

We are pleased to confirm our understanding of the services we are to provide Humboldt Bay Municipal Water District for the year ended June 30, 2023.

Audit Scope and Objectives

We will audit the financial statements of the business-type activities, the major fund and the disclosures, which collectively comprise the basic financial statements of Humboldt Bay Municipal Water District as of and for the year ended June 30, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Humboldt Bay Municipal Water District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Humboldt Bay Municipal Water District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Proportionate Share of Net Pension Liability (Asset).
3. Schedule of Contributions.
4. Schedule of Changes in Net Other-Post Employment Benefits Liability and Related Ratios.
5. Schedule of Contributions – OPEB.

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2)

fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We identified the following significant risk(s) of material misstatement as part of our audit planning: management override of controls, improper revenue recognition, and unallowable and fraudulent expenses.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Humboldt Bay Municipal Water District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare or assist in preparing the financial statements of Humboldt Bay Municipal Water District in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of O'Connor & Company and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the regulating entity or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of O'Connor & Company personnel.

Humboldt Bay Municipal Water District
Page 4

Furthermore, upon request, we may provide copies of selected audit documentation to regulating entity or its designee. The regulating entity or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Michael O'Connor is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, confirmation service provider fees, etc.) except that we agree that our gross fee, including expenses, will be \$17,000, and \$1,200 for the preparation of each State Controller's Report. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

If additional time is needed for us to assist Humboldt Bay Municipal Water District in the resolution or investigation of accounting errors, discrepancies, or reconciliation issues, assistance in the preparation of schedules, or to reflect in our workpapers corrections to the Humboldt Bay Municipal Water District's accounting records made after the start of the engagement, we will perform such additional work at our standard hourly rates indicated below:

Director \$205	Audit Director/Audit Manager \$125-155
Audit Supervisor \$125-155	Senior Accountant \$105-125
Staff Accountant \$80-105	Administrator \$105

In addition to the estimated fees noted above, we reserve the right to invoice Humboldt Bay Municipal Water District at our standard hourly rates for time incurred providing information to successor auditors in compliance with AU Sec. 315. Our invoices and related fees for this service will be payable upon presentation.

Reporting

We will issue a written report upon completion of our audit of Humboldt Bay Municipal Water District's financial statements. Our report will be addressed to those charged with governance of Humboldt Bay Municipal Water District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Humboldt Bay Municipal Water District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign a copy of this letter and return it to us.

Very truly yours,

O'Connor & Company

O'Connor & Company

RESPONSE:

This letter correctly sets forth the understanding of Humboldt Bay Municipal Water District.

Management signature: _____

Title: _____

Date: _____

OPERATIONS

Memo to: HBMWD Board of Directors
From: Dale Davidsen, Superintendent
Date: June 1, 2024
Subject: Essex/Ruth May 2024 Operational Report

Upper Mad River, Ruth Lake, and Hydro Plant

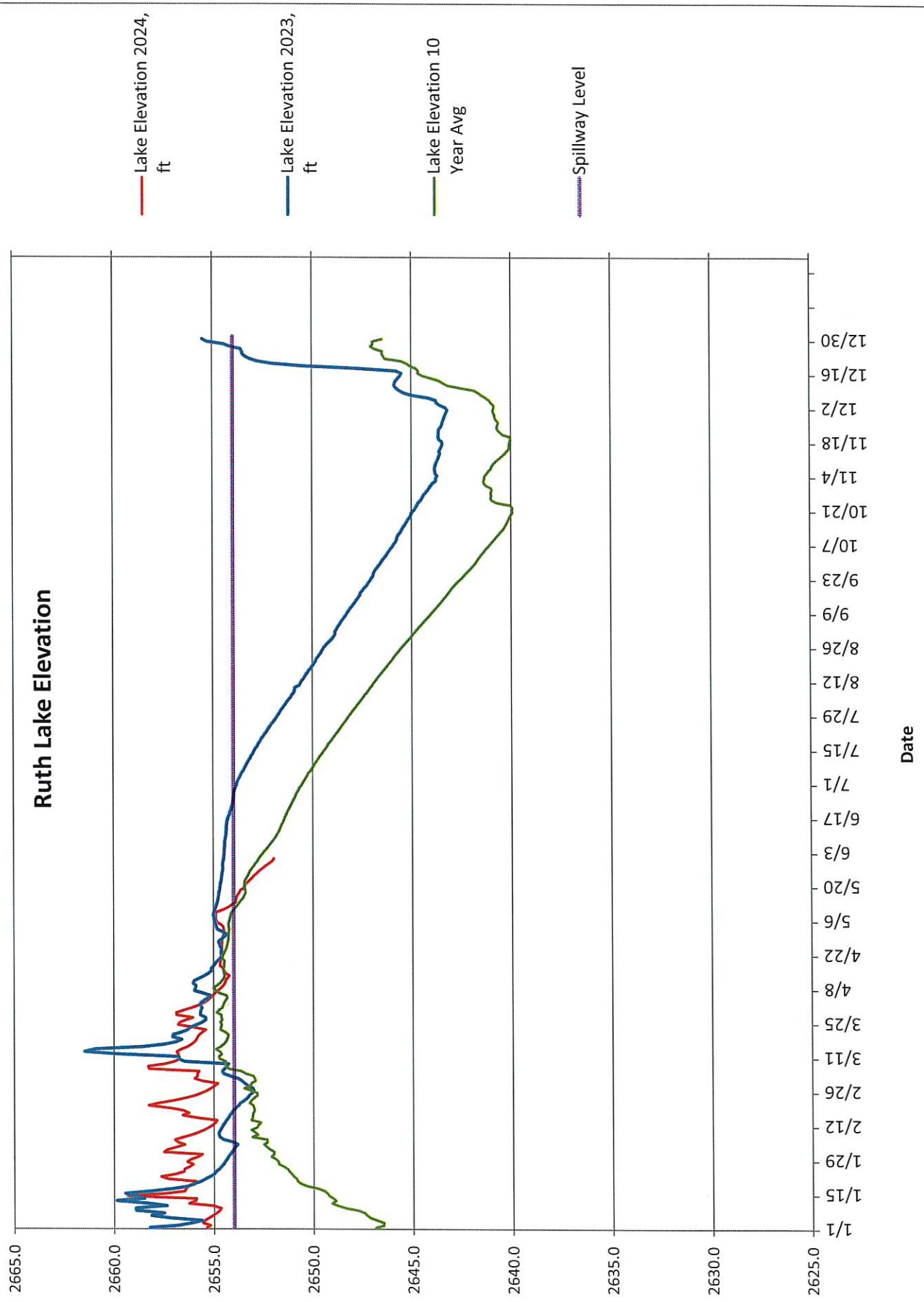
1. Flow at Mad River above Ruth Reservoir (Zenia Bridge) averaged 87 cfs with a high of 240 cfs on May 5th and a low of 23 cfs on May 31st
2. The conditions at Ruth Lake for May were as follows:
The lake level on May 31st was 2651.98 feet which is:
 - 2.51 feet lower than April 30th, 2024
 - 2.53 feet lower than May 31st, 2023
 - 0.74 feet lower than the ten-year average
 - 2.02 feet below the spillway
3. Ruth Headquarters recorded 1.77 inches of rainfall for May
4. Ruth Hydro produced 566400 KWh in May. There was one shutdown for annual hydro plant maintenance.
5. The lake discharge averaged 179 cfs with a high of 380 cfs on May 10th

Lower Mad River, Winzler Control, and TRF

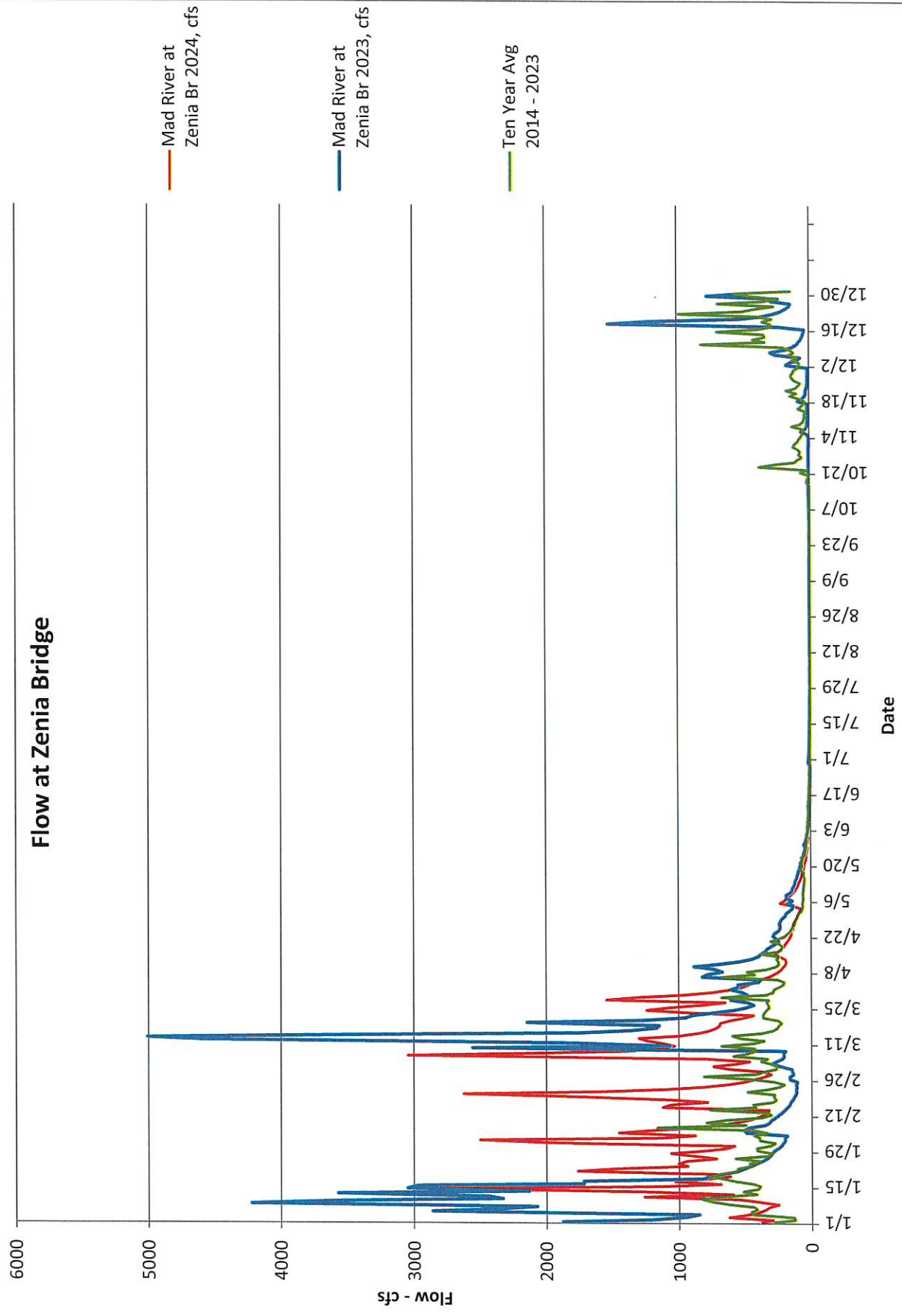
6. The river at Winzler Control Center, for May, had an average flow of 874 cfs. The river flow was at a high of 3870 cfs on May 5th
7. The domestic water conditions were as follows:
 - a. The domestic water turbidity average was 0.06 NTU, which meets Public Health Secondary Standards
 - b. As of May 31st, we pumped 252.394 MG at an average of 8.142 MGD
 - c. The maximum metered daily municipal use was 9.159 MG on May 31st
8. The TRF is online; conditions for May were as follows:
 - a. Average monthly source water turbidity was 0.94 NTU
 - b. Average monthly filtered water turbidity was 0.05 NTU
 - c. Number of filter backwashes for the month was 32

9. May 1st -3rd
 - a. Replaced Gazebo roof
 - b. Prep and load for Ruth Annual Maintenance
10. May 6th – 10th, Maintenance crew (8) went to Ruth for annual Penstock and hydro plant maintenance.
11. May 9th – Reservoir seismic retro-fit projects walk through.
12. May 16th – Hazwoper refresher training for (4) Essex staff at NCSC.
13. May 17th - Hazwoper refresher training for (4 more) Essex staff at NCSC.
14. May 20th – First Aid/CPR/AED training for (2) Essex staff at NCSC
15. May 22 – 2 Maintenance staff went to Ruth to weld chain on Quagga bollards
16. May 28th
 - a. Dam Safety training by Bill Rettberg CDSE, Required by FERC
 - b. 2 Mw generator failure alarm. Cummins diagnosed an HMI board failed, ordered board from Maine
 - c. Started prep work for I/W reservoir clean out
17. May 29th, - Installed HMI board, didn't fix it. Cummins engineering condemned the control processor board, or the Aux board. Ordered both boards.
18. May 31st – Installed control processor board, that repaired it.
19. Current and Ongoing Projects
 - a. Park and Right of Way vegetation management.
 - b. Worked on Budget re-allocation for Chris
 - c. Collector 2 and Collector 2-meter, Communications project – In Progress, Waiting for backordered Fiber Optic cable ends
 - d. Tesla battery bank projects
 - i. Essex project in progress. Had a virtual meeting on June 5th with Schatz Energy Research to discuss project details.
 - e. OSHG – Equipment procurement and planning in progress. All components received. About to go to bid.
 - f. Routine annual equipment maintenance and services.

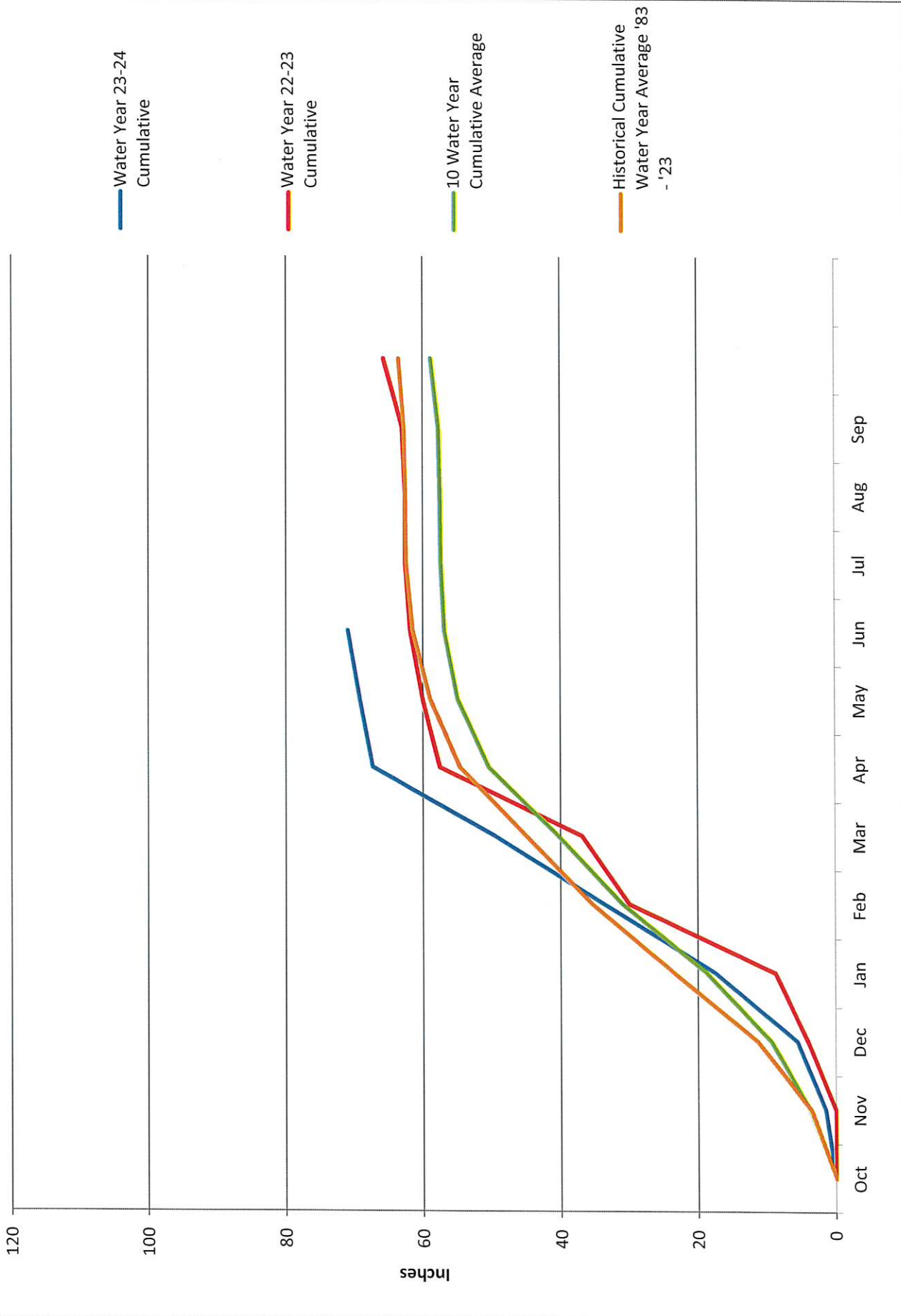
Ruth Lake Elevation

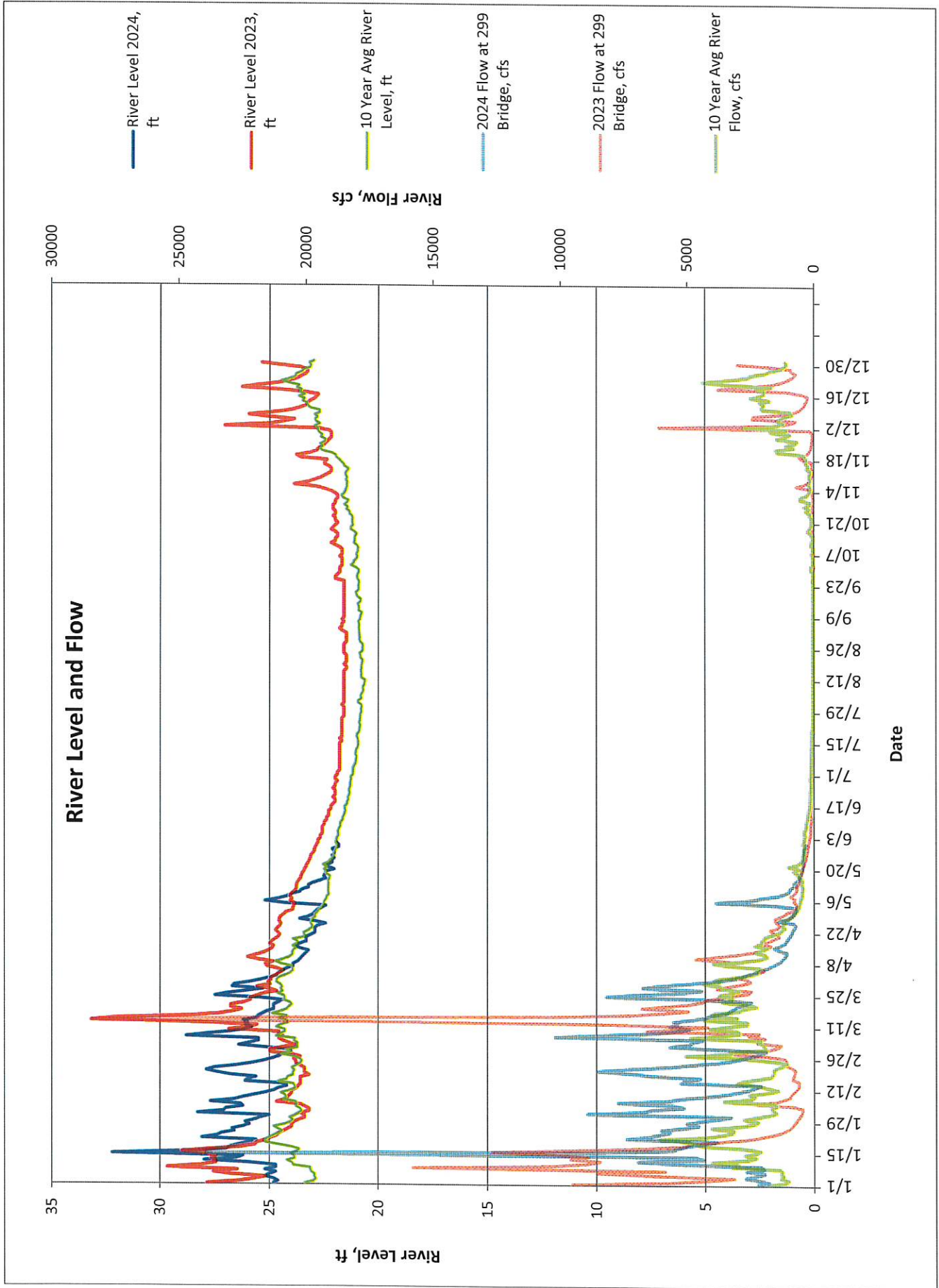


Flow at Zenia Bridge

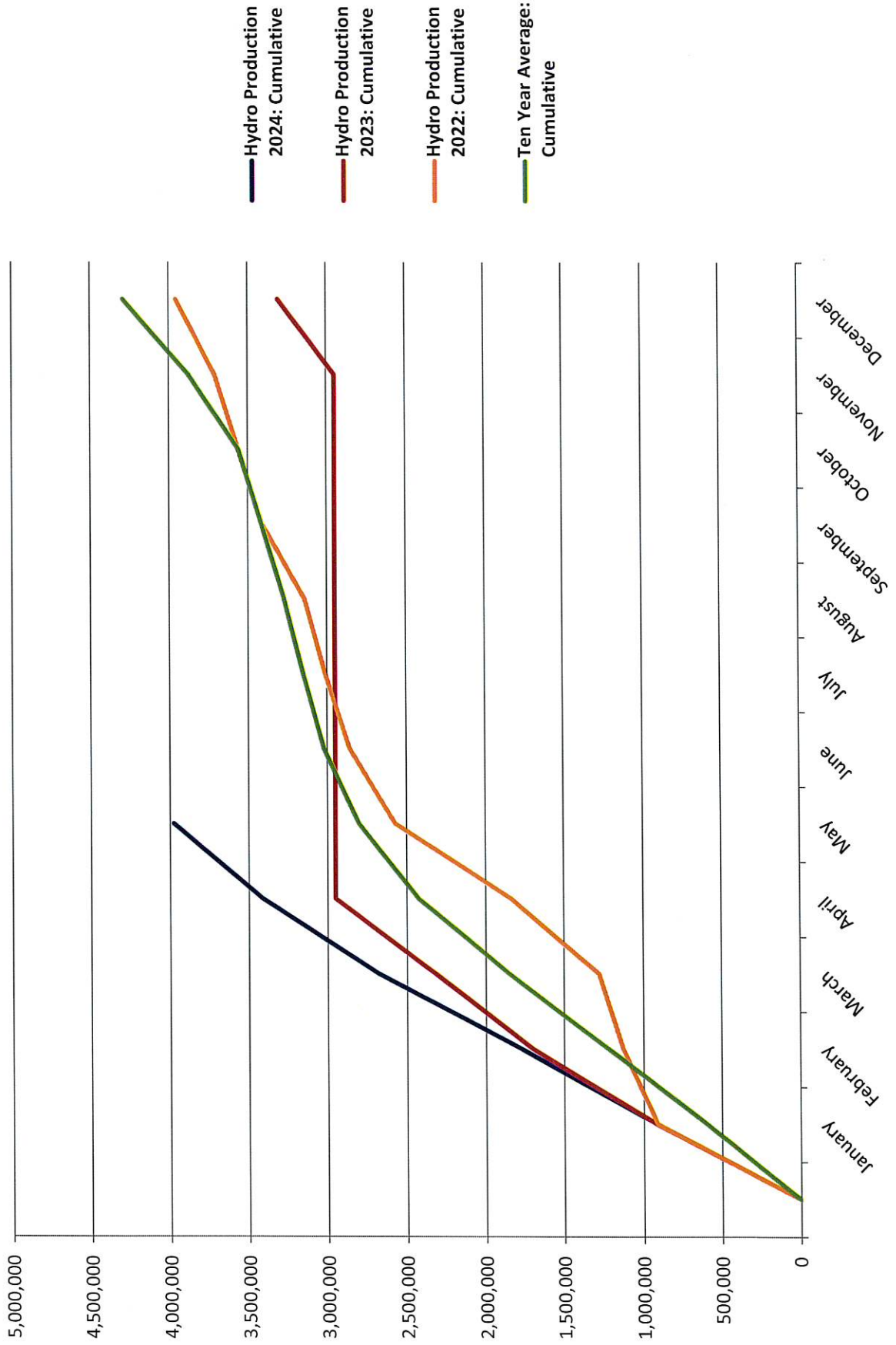


Ruth Rainfall - Water Year 2023-2024





Ruth Hydro Production: Cumulative kWh



MANAGEMENT

TRINITY COUNTY HAZARD MITIGATION PLAN, EVACUATION PLAN, AND EVACUATION ROUTES AVAILABLE FOR REVIEW!

PUBLIC REVIEW PERIOD: MAY 1, 2024 – JULY 1, 2024

The Trinity County Fire Safe Council, Trinity County Resource Conservation District, and Trinity County Office of Emergency Services prepared the following materials for public review:

- **Draft 2024 Trinity County Hazard Mitigation Plan**
- **Draft Trinity County Evacuation Plan**
- **Draft Trinity County Evacuation Routes**

Feedback is appreciated! There is an online survey below and community meetings in May and June to discuss these materials, as well as the 2025 Trinity County Community Wildfire Protection Plan Update. More information regarding the upcoming community meetings can be found below.

If you would like to review a physical copy of these materials, they are available at:

- **Trinity County RCD Office**
- **Golden Age Center**
- **Weaverville Library**
- **Burnt Ranch School**
- **Hayfork Library**
- **Roderick Senior Center**
- **Trinity Center Library**
- **Southern Trinity Joint School**
- **Ruth Community Church**
- **Zenia School**



2024 Trinity County Multi-Jurisdiction Hazard Mitigation Plan

May 1, 2024 - July 1, 2024 Public Review

WHAT IS IT?

The Draft 2024 Trinity County Multi-Jurisdiction Hazard Mitigation Plan forms the foundation of Trinity County's long-term strategy to reduce disaster losses and break the cycle of disaster damage. This is through analyzing existing risks, vulnerabilities, and developing a mitigation strategy.

WHY IS IT IMPORTANT?

Hazard mitigation plans increase public safety and prevent loss of life and injury, reduce damage to existing and future development, prevent harm to economic, cultural, and environmental assets, speed up recovery and lower response costs, and set out a strategy to meet community objectives.

WHAT IS THE PROCESS?

The process is identifying the planning team and organizing resources, assessing risk, developing a mitigation strategy, and adopting and implementing the plan.

WHAT'S CHANGED?

- Discussion and addition of Plan Overview in Chapter 1 and Demographics Sections to the County profile in Chapter 2
- Discussion of datasets reviewed, and plans, policies, and agencies, as well as other research incorporated into the HMP in Chapter 1
- Discussion and mapping within the risk assessments and vulnerability analysis
- Hazard-specific vulnerability analyses within each hazard profile
- Goals and actions within the mitigation strategy
- Removing objectives from the mitigation strategy
- Additional maps incorporated within the hazard profiles
- Focused review of winter storms, heat wave, severe winter, and thunder storms within the severe weather hazard profile

PUBLIC INVOLVEMENT

Public comment is essential. Prior to adoption, an HMP must have an opportunity for the public to comment on the plan, opportunity for organizations involved in mitigation activities or with the authority to regulate development to be included, and inclusion of relevant plans, studies, reports, and technical information.

RISK ASSESSMENT

The risk assessment shall include a description of the type, location, extent, previous occurrences, vulnerability, probability of future events, estimated losses risk, and potential impacts of natural hazards, expected effects of climate change, and land use and development trends impacting and impacted by natural hazards.

MITIGATION STRATEGY

The mitigation strategy describes existing authorities, policies, programs, and resources and the County's ability to expand and improve them, the County's participation in the National Flood Insurance Program, goals to reduce long-term vulnerabilities, mitigation actions, and how the actions are prioritized.

MAINTENANCE AND UPDATE

The plan discusses how public participation will be maintained after the plan is adopted, how the plan will be maintained, how the plan will be integrated into future planning efforts, how the plan was updated to reflect changes in development, changes in priorities, and document how it will be adopted.

COMMENT ON THE DRAFT!

The Trinity County Hazard Mitigation Plan is entering a public comment period from May 1, 2024 through July 1, 2024. Comment by:

- Calling 530-623-6004 ext. 214
- Emailing sfisher@trccd.net
- Visiting our office at 30 Horseshoe Ln., Weaverville
- Mailing PO Box 1450, Weaverville, CA 96093
- Commenting on firesafetrinity.org

Copies of the Draft Trinity County Hazard Mitigation Plan can be reviewed at the:

- Weaverville Library
- Burnt Ranch School
- Trinity Center School
- Trinity County RCD Office
- Southern Trinity Joint School
- Hayfork Library
- Zenia School
- Golden Age Center
- Roderick Senior Center
- Ruth Community Church
- firesafetrinity.org



CONSIDERATIONS WHEN REVIEWING THE HAZARD MITIGATION PLAN

- Does the plan accurately represent your understanding of hazard risk?
- Are there hazards not considered that you think should be?
- Are there at-risk populations not included?
- Does the mitigation strategy adequately address hazards provided Trinity County's capacity?
- Are there local plans not integrated into the hazard mitigation plan that should be?
- Has the plan taken into account the potential impacts of climate change?
- Are there community engagement opportunities missing that should be included in the outreach strategy?

DRAFT TRINITY COUNTY EVACUATION PLAN AND ROUTES

The Draft Trinity County Evacuation Plan includes a description of different organizations which have a role in evacuation planning and coordination, emergency notification systems, resources, evacuation routes, and recommendations on how to prepare for evacuation. The evacuation routes are in need of public feedback prior to finalizing the maps for the plan.

As the evacuation planning efforts align with the Hazard Mitigation Plan, the planning team is using this as an opportunity to engage Trinity County residents early on to receive input on any additional resources or information you would like to see in the evacuation plan and input on your identified evacuation routes.

The draft evacuation plan can be found at the same locations as the draft hazard mitigation plan. The proposed evacuation routes can be found at firesafetrinity.org and will be available for discussion at the May and June fire safe community meetings.

CONSIDERATIONS WHEN REVIEWING THE DRAFT EVACUATION PLAN AND ROUTES

- Does reading the plan narrative leave you with clear expectations for what would happen in an evacuation scenario?
- Are there additional evacuation resources you would like to see the County provide or facilitate?
- What are the conditions of your primary and/or secondary evacuation route(s)?
- Is your primary and/or secondary evacuation route accessible by any vehicle? Are there clearance or other concerns?
- Is your primary and/or secondary evacuation route in need of maintenance?

2025 TRINITY COUNTY COMMUNITY WILDFIRE PROTECTION PLAN UPDATE JUST STARTING!

The Trinity County Fire Safe Council, under the Trinity County Resource Conservation District, is responsible for the maintenance and update of the Trinity County Community Wildfire Protection Plan. In 2025, we are due for an update! This document reviews wildfire risk, defines the Wildland Urban Interface of the county (WUI), recommends priority projects to increase wildfire resilience on the landscape based on GIS analysis and community input, and provides recommendations for wildfire management and risk reduction.

The planning team is looking for input at the May and June 2024 community meetings.

THANKS FOR HELPING MAKE TRINITY COUNTY FIRE SAFE!

If you would like more information about these planning efforts, please contact Skylar at 530-623-6004 ext. 214 or sfisher@tcrd.net. We hope to hear back from you, improve our understanding of Trinity County's hazard risk, and plan for a more resilient future. Scanning the QR code to the right will take you to firesafetrinity.org where the planning documents are available for public review.



Comments or questions on these materials can be submitted to Skylar Fisher through the online survey, or at sfisher@tcrd.net, 530-623-6004 ext. 214, PO Box 1450, Weaverville, CA 96093, or at the Trinity County RCD Office at 30 Horseshoe Ln., Weaverville, CA.

Link to draft Trinity County Local Hazard Mitigation Plan:

https://firesafetrinity.org/pdf/Draft_2024_TrinityCounty_HMP_Combined.pdf



TRINITY COUNTY FIRE SAFE COUNCIL COMMUNITY MEETINGS

There are important meetings coming up, and we want you there! Topics will include:

- the 2025 Trinity County Wildfire Protection Plan Update
- Hazard Mitigation Plan
- Evacuation Plan
- Community wildfire resilience project updates

COME TO PROVIDE FEEDBACK, SUGGEST PROJECTS, ASK QUESTIONS, AND BECOME ELIGIBLE FOR A FREE REFLECTIVE ADDRESS SIGN!

BURNT RANCH Burnt Ranch School, 251 Burnt Ranch School Rd MAY 7 6PM	DOUGLAS CITY Douglas City VFD, 101 Steiner Flat Rd MAY 28 6PM
LEWISTON Lewiston Community Hall, 130 Texas Ave May 14 6PM	COFFEE CREEK Coffee Creek VFD, 1 Cedar Rd June 4 6PM
HYAMPOM Hyampom Community Hall, 100 Corral Bottom Rd MAY 16 6PM	HAWKINS BAR Hawkins Bar VFD, 71 Trinity Ct June 8 10AM
TRINITY CENTER Trinity Center VFD, 111 Trinity Vista St May 20 6PM	WEAVERVILLE Weaverville VFD, 125 Bremer St June 11 6PM
MAD RIVER Mad River Community Hall, 600 Van Duzen Rd May 21 6PM	POST MOUNTAIN Post Mountain PUD, 731 White Oak Rd June 18 6PM
JUNCTION CITY North Fork Grange, 131 Dutch Creek Rd June 25 6PM	

Contact us at:
530-623-6004 x214 or sfisher@tcrccd.net
or learn more at firesafetrinity.org

Chapter 6: Humboldt Bay Municipal Water District Annex

6.1 Hazard Mitigation Plan Point of Contact

Primary Point of Contact

John Friedenbach, General Manager
828 7th Street
Eureka, CA 95501-1114
Telephone: 707-443-5018
e-mail Address: office@hbmwd.com

Alternate Point of Contact

Chris Harris, Business Manager
PO Box 95
Eureka, CA 95502-0095
Telephone: 707-443-5018
e-mail: harris@hbmwd.com

6.2 Jurisdiction Profile

The Humboldt Bay Municipal Water District was formed on March 19, 1956 pursuant to the California Municipal Water District Act. It is a special district created to develop a regional water system to provide a reliable supply of drinking and industrial water to customers in the greater Humboldt Bay area of Humboldt and Trinity Counties. The source of water supply is the Ruth Lake Reservoir located in Trinity County. The reservoir was created by construction of the R.W. Matthews Dam. The District has 30 employees—7 at the Eureka office, 20 at the operations center near Essex, and 3 at the District’s Ruth Lake facilities. Operations are primarily funded by charging costs incurred to its customers for water delivered.

The HBMWD has participated in both the counties’ planning meetings for their respective Mitigation Plans. Documentation of meeting schedules, sign-in sheets and public participation can be found in their corresponding sections. The District’s governing body is its Board of Directors which has adoptive powers whom will assume the responsibility for the adoption, implementation, monitoring, and evaluating of this mitigation plan annex.

The Humboldt Bay Municipal Water District (HBMWD) is principally located and operated in Humboldt County, along with the majority of its facilities and infrastructure. However, two major components of HBMWD’s operations—the R.W. Matthews Dam and the Gosselin Hydro-electric Power House—are located in Trinity County. Only the facilities and infrastructure located in Trinity County are addressed in this annex, while the facilities and infrastructure located in Humboldt County are addressed in the Humboldt Operational Area Hazard Mitigation Plan, January 2020, of which the HBMWD is also a participant.

The District has two separate and distinct pipeline systems – one delivers treated drinking water and the other untreated raw water. The District supplies treated drinking water on a wholesale basis to the following 7 municipal agencies located in Humboldt County: the cities of: Arcata, Eureka and Blue Lake; and the community services districts of: Fieldbrook-Glendale, Humboldt, Manila and McKinleyville. Via this wholesale relationship, the District serves water to a population of approximately 94,000. The District also directly serves treated drinking water to approximately 200 retail customers. The District supplies untreated, raw water on a wholesale basis to industrial customers located on the Samoa Peninsula for industrial purposes. Revenue generated from fees for service fund the District operations.

Currently, the District does not serve any industrial customers. We are working diligently to market this resource.

The District's service area is the greater Humboldt Bay area, including the community of McKinleyville to the north, College of the Redwoods to the south, and the City of Blue Lake to the east.

The following is a summary of key information about the jurisdiction:

Population Served— Approximately 94,000 (via seven wholesale municipal customers and 200 retail customers) in Humboldt County, according to 2020 US Census data.

- **Land Area Served**— 225,000 acres, or 350 square miles.
- **Value of Area Served**— The estimated value of the total area served by the jurisdiction is \$7,739,711,061 (Tax Year 2021).
- **Land Area Owned**— Approximately 2,600 acres.
- **List of Critical Infrastructure/Equipment Owned by the Jurisdiction located in Trinity County:**
 - R.W. Matthews Dam/Ruth Reservoir [\$450,000,000]
 - Gosselin Hydro-Electric Power House [\$6,000,000]
 - Ruth Headquarters Buildings & Equipment (Trinity County) [\$900,000]
- **Total Value of Critical Infrastructure/Equipment**— The total value of critical infrastructure and equipment located in Trinity County that is owned by the jurisdiction is \$456,900,000, (scheduled value for insured items only). It would cost hundreds of millions of dollars to replace critical infrastructure.
- **Current and Anticipated Service Trends**— Meter service growth.

The jurisdiction's division boundaries in Humboldt County are shown on Figure 6.1 (HBMWD Division Boundary Map) and the jurisdiction's property boundaries surrounding Ruth Lake in Trinity County are shown on Figure 6.2 (HBMWD Ruth Lake Property Boundaries).

Figure 6.1 HBMWD Division Boundary Map

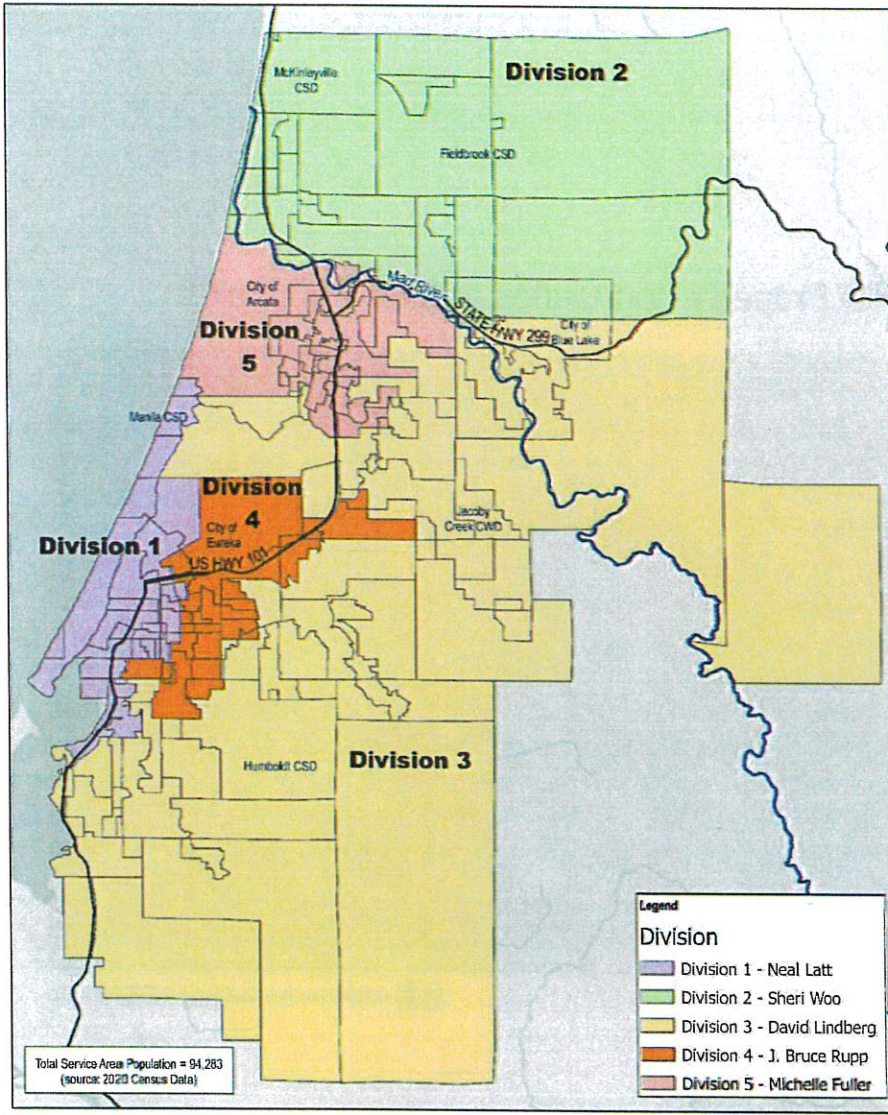
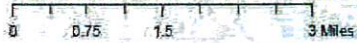
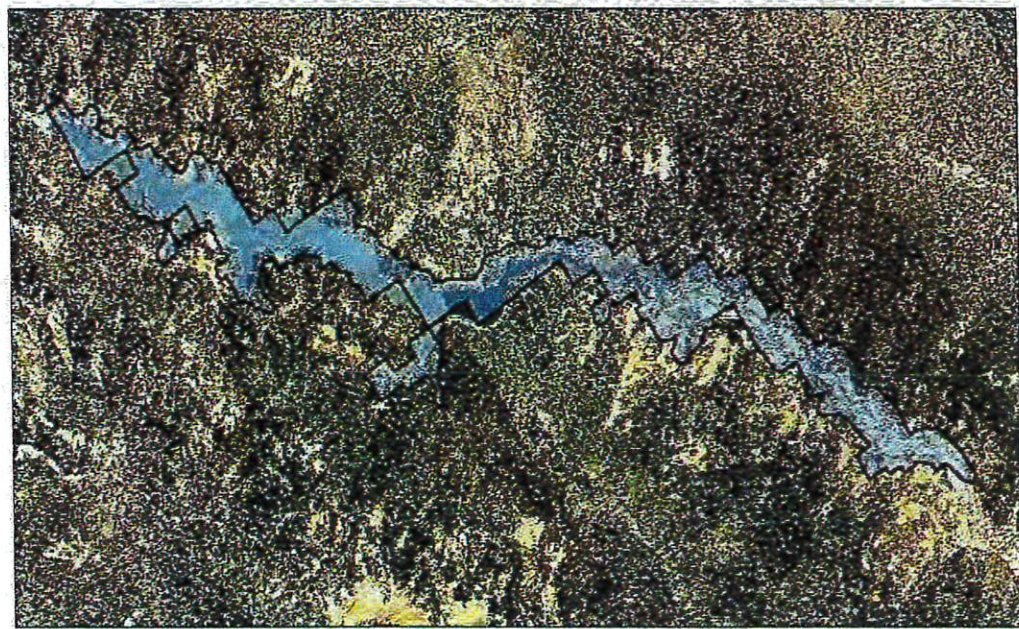


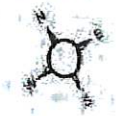
Figure 6.2 HBMWD Property Boundary Surrounding Ruth Lake

HBMWD Property Boundaries around Ruth Lake



 HBMWD Property Boundaries around Ruth Lake

All data, information, and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The Humboldt Bay Municipal Water District makes no warranties, express or implied, as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requester acknowledges and accepts all liabilities, including the fact that the data, information, and maps are dynamic and in a constant state of maintenance, correction and update.



6.3 Jurisdiction-Specific Natural Hazard Event History

Although hazards have occurred throughout Humboldt and Trinity Counties, Table 6-1 lists all past occurrences of natural hazards within the District's jurisdiction only. Data on past natural hazard events was gathered from the following sources:

Hazards & Vulnerability Research Institute (2013). The Spatial Hazard Events and Losses Database for the United States (SHELDUSTM), Version 12.0 [Online Database]. Compilation of county-level hazard data for 18 different natural hazards (information on past hazard events). Columbia, SC: University of South Carolina. Available from <http://www.shelbus.org>

DISASTER DECLARATION HISTORY FROM FEMA. AVAILABLE FROM HTTPS://WWW.FEMA.GOV/DISASTERS .			
TABLE 6-1. NATURAL HAZARD EVENTS			
Type of Event	FEMA Disaster # (if applicable)	Date	Preliminary Damage Assessment
Flood	DR-183	12/24/1964	Significant-amount unknown
Drought	Emergency declaration #3023	1977	Minimal (short duration)
Earthquake	N/A	Dec 1994	\$7,000
Winter storms, flooding, landslides, mud flows	DR-1044	01/09/1995	\$22,500
Severe winter storms, flooding	DR-1046	03/12/1995	\$97,000
Severe Weather	N/A	12/12/1995	\$115,000
Severe winter storms, flooding	DR-1155	01/04/1997	\$204,500
Severe winter storms, flooding	DR-1203	02/09/1998	\$59,000
Flooding, severe winter storms, and landslides	M#1628	02/03/2006	\$84,000
Flooding, severe winter storms, and landslides	DR-4431-CA	02/13/2019	\$290,000
Wildfires	4610-DR-CA	07/14/2021	\$315,000

6.4 Hazard Risk Ranking

The hazards and their rankings contained in both mitigation plans for Humboldt and Trinity Counties reflect the impacts they have in their overall planning areas. Table 6-2 presents the ranking of the hazards of concern within the jurisdiction of the HBMWD. The Risk Rating Scores are based on the probability of occurrence and the potential impact on HBMWD's constituency, vital facilities, and the facilities' functionality after an event (this includes the impact of hazards on all of HBMWD's facilities and constituents, including those in Humboldt County).

Although Table 6.2 shows Earthquakes as the number one hazard and Dam Failure as number 3, for HBMWD assets at risk located in Trinity County alone, Dam Failure presents the greatest risk for HBMWD, followed by Earthquake, which could potentially trigger a dam failure. The extent of major impacts of a failure at R. W. Matthews Dam in Trinity County would likely include: the inundation (Flood Hazard) of Lower Mad River Road from the location of the dam to where this road intersects State Highway 36, approximately 7-8 miles downstream; with minor impacts within the remaining four miles to the Humboldt/Trinity County line. The small community of Mad River is also located near the intersection of Highway 36 and Lower Mad River Road. It would take an estimated 40-45 minutes for the initial leading wave to reach the Highway 36 intersection. Immediate notification and evacuation of people within the predicted inundation zone would be of critical importance, given this short timeframe.

For this reason, and for purposes of this annex, only Dam Failure and Earthquakes are considered of high priority and addressed in the HBMWD's mitigation strategy section.

**TABLE 6-2.
HAZARD RISK RANKING**

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Earthquake	48	High
2	Flood	30	Medium
3	Dam Failure	24	Medium
4	Severe Weather	22	Medium
5	Sea-Level Rise	18	Medium
5	Tsunami	18	Medium
6	Landslide	12	Low
7	Wildfire	6	Low
7	Drought	6	Low

6.5 Applicable Regulations and Plans

Humboldt Bay Municipal Water District is a Special District under the California constitution. As such, it does not promulgate laws and regulations relating to hazard mitigation. Existing codes, ordinances, policies or plans concerning Dam Regulation standards are promulgated by the following agencies:

- California Department of Dam Safety (DSOD)
- Federal Energy Regulatory Commission (FERC)

Both the California DSOD and Federal FERC promulgate and implement dam safety laws and regulations. HBMWD complies with these programs and regulations thereby reducing the risk of operating the R. W. Matthews dam.

6.6 Hazard Mitigation Action Plan and Evaluation of Recommended Initiatives

The HBMWD District goals for hazard mitigation within Trinity County are consistent with the Trinity County goals listed in Chapter 4. They are listed below. Table 6-3 lists the all initiatives that make up the jurisdiction's hazard mitigation strategies within Trinity County. Table 6-4 identifies the priority process for each initiative.

Trinity County Hazard Mitigation Goals and Objectives:

Goal 1: Significantly reduce injuries and loss of life.

Goal 1 Objectives:

- 1.1 *Strengthen early notification and warning systems.*
- 1.2 *Strengthen communications systems and address gaps.*
- 1.3 *Ensure there are safe places for people to stay and/or necessary supplies during an event.*
- 1.4 *Revise land development regulations, if needed.*
- 1.5 *Advance community resilience through preparation, adoption, and implementation of state, regional, and local hazard mitigation plans and projects.*

Goal 2: Minimize damage to structures and property, as well as disruption of essential services and human activities.

Goal 2 Objectives:

- 2.1 *Implement projects to protect critical and necessary assets in hazard risk areas.*
- 2.2 *Establish and maintain partnerships among all levels of government, private sector, and non-profit organizations that improve and implement methods to protect life and property.*
- 2.3 *Protect essential infrastructure.*

Goal 3: Protect the environment.

Goal 3 Objectives:

- 3.1 *Encourage hazard mitigation measures that promote and enhance natural processes and minimize adverse impacts on the ecosystem.*
- 3.2 *Implement wildfire mitigation and watershed protection strategies as identified in the Community Wildfire Protection Plan (CWPP).*

Goal 4: Promote hazard mitigation as an integrated public policy and as a standard business practice.

Goal 4 Objectives:

- 4.1 *Continually build linkages among hazard mitigation, disaster preparedness and recovery programs.*
- 4.2 *Use mandatory local general plan, zoning and subdivision requirements to help establish resilient and sustainable communities.*
- 4.3 *Promote and enhance outreach and education efforts by all agencies with hazard mitigation plans and programs to encourage engagement of stakeholder groups.*
- 4.4 *Coordinate efforts to consider climate change impacts in planning decisions.*

**TABLE 6-3.
HAZARD MITIGATION ACTION PLAN MATRIX**

Applies to new or existing assets	Hazards Mitigated	Lead Agency	Estimated Cost	Sources of Funding	Timeline
HBMWD-1 Stabilize surficial slide below the left abutment of the dam					
Existing	Dam Failure	HBMWD	\$2.5 M	FEMA HMGP and local agency funds	5 to 10 years
Initiative-2 Replace Log boom at R.W. Mathews Dam (Ruth Reservoir) to improve dam safety					
Existing (Humboldt County Update)	Dam Failure	HBMWD	\$115,000	District Funds	Completed
Initiative-3 Develop Dam Contingency Failure Plan & Implement recommended action re: notification & evacuation systems					
Existing	Dam Failure	HBMWD / Trinity County / Humboldt	\$100,000	FEMA HMGP and local agency funds	5 to 10 years
Initiative- 4 Retrofit or replace spillway and/or spillway wall at R.W. Matthews Dam					
Existing (Humboldt County Update)	Dam Failure, Earthquake	HBMWD	\$ 6 M	FEMA HMGP or District Funds	2 to 10 years
Initiative – 5 Revetment of creek at Sheriff's Cove to access dam and log boom from water.					
New	Dam Failure	HBMWD	\$500,000	FEMA HMGP and District funds	3 to 10 years

**TABLE 6-4.
MITIGATION STRATEGY PRIORITY SCHEDULE**

Initiative #	Benefits	Costs	Do Benefits Equal or Exceed Costs?	Is Project Grant-Eligible?	Can Project Be Funded Under Existing Programs/ Budgets?	Priority ^a
1	M	H	Y	Y	N	H
2	H	H	Y	Y	Y	H
3	M	M	Y	N	N	M
4	H	H	Y	Y	N	H
5	H	H	Y	Y	N	H

a. Explanation of priorities

- High Priority: Project meets multiple plan objectives, benefits exceed cost, funding is secured under existing programs, or is grant eligible, and project can be completed in 1 to 5 years (i.e., short term project) once funded.
- Medium Priority: Project meets at least 1 plan objective, benefits exceed costs, requires special funding authorization under existing programs, grant eligibility is questionable, and project can be completed in 1 to 5 years once funded.
- Low Priority: Project will mitigate the risk of a hazard, benefits exceed costs, funding has not been secured, project is not grant eligible, and time line for completion is long term (5 to 10 years).

General Manager Recruitment Timeline**Suggested schedule v.6/13/24**

Date	Activity	Comment
4/11/2024	Choose recruitment method	Board consensus
5/16/24 or 6/13/24	Authorize contract with recruitment firm-if this alternative is approved	Formal Board action
9/12/24	Approve recruitment profile/manager qualifications	Formal Board action
10/10/24	Authorize advertisement	Formal Board action
12/15/24	Last date to file application	Adjust if necessary
1/9/25	Completion of application review	Adjust if necessary
1/9/25 or Special Board mtg	Completion of final candidate interviews by entire Board	Adjust if necessary
2/13/25	Negotiation of contract and announcement of new manager	Special Board session & news release
4/1/25	New GM on Board	May be sooner depending on commitments

RCEA/RREDC



BOARD OF DIRECTORS REGULAR MEETING AGENDA

**Wharfinger Building, downstairs Bay Room
1 Marina Way, Eureka, CA 95501**

**May 23, 2024
Thursday, 3:30 p.m.**

Any member of the public needing special accommodation to participate in this meeting or access the meeting materials should email LTaketa@redwoodenergy.org or call (707) 269-1700 at least 3 business days before the meeting. Assistive listening devices are available.

Pursuant to Government Code section 54957.5, all writings or documents relating to any item on this agenda which have been provided to a majority of the Board, including those received less than 72 hours prior to the Committee's meeting, will be made available to the public at www.RedwoodEnergy.org.

NOTE: Speakers wishing to distribute materials to the Board at the meeting, please provide 13 copies to the Board Clerk.

THIS IS A HYBRID IN-PERSON AND VIRTUAL MEETING.

The RCEA Board of Directors holds in-person hybrid meetings. When attending, please socially distance as much as possible and be courteous to those who choose to wear a mask.

To participate in the meeting online, go to <https://us02web.zoom.us/j/81972368051>. **To participate by phone**, call (669) 900-6833 or (253) 215-8782. Enter webinar ID: 819 7236 8051.

To make a comment during the public comment periods, raise your hand in the online Zoom webinar, or press star (*) 9 on your phone to raise your hand. You will continue to hear the meeting while you wait. When it is your turn to speak, a staff member will prompt you to unmute your phone or computer. You will have 3 minutes to speak.

You may submit written public comment by email to PublicComment@redwoodenergy.org. Please identify the agenda item number in the subject line. Comments will be included in the meeting record but not read aloud during the meeting.

While downloading the Zoom application may provide a better meeting experience, Zoom does not need to be installed on your computer to participate. After clicking the webinar link above, click "start from your browser."

OPEN SESSION Call to Order

1. ROLL CALL - REMOTE DIRECTOR PARTICIPATION

- 1.1. Approve teleconference participation request for this meeting by Director pursuant to Brown Act revisions of AB 2449 due to an emergency circumstance to be briefly described.

2. REPORTS FROM MEMBER ENTITIES

3. ORAL AND WRITTEN COMMUNICATIONS

This time is provided for people to address the Board or submit written communications on matters not on the agenda. At the conclusion of all oral communications, the Board may respond to statements. Any request that requires Board action will be set by the Board for a future agenda or referred to staff.

4. CONSENT CALENDAR

All matters on the Consent Calendar are considered to be routine by the Board and are enacted in one motion. There is no separate discussion of any of these items. If discussion is required, that item is removed from the Consent Calendar and considered separately. At the end of the reading of the Consent Calendar, Board members or members of the public can request that an item be removed for separate discussion.

- 4.1 Approve Minutes of April 22, 2024, Board Special Meeting.
- 4.2 Approve Disbursements Report.
- 4.3 Accept Financial Reports.
- 4.4 Authorize Amendment 2 to 2021 Task Order 1 for Operational Services with The Energy Authority, Inc., and Authorize the Interim Executive Director to Execute the Amendment and All Associated Documents.
- 4.5 Accept Quarterly Budget Report for Fiscal Year 2023-2024 Q3.
- 4.6 Approve Resolution 2024-5 Approving the Form of and Authorizing the Execution of the Second Amendment to the Power Purchase Agreement with Foster Clean Power A LLC and the First Amendment to the Power Purchase Agreement with Foster Clean Power B LLC.
- 4.7 Accept Regulatory and Legislative Reports.
- 4.8 Approve Payment of California Community Power JPA Annual General and Administrative Dues up to \$136,463.60 for Fiscal Year 2024-25.
Approve Payment of California Community Choice Association Annual Dues up to \$112,375 for Fiscal Year 2024-25.

5. REMOVED FROM CONSENT CALENDAR ITEMS

Items removed from the Consent Calendar will be heard under this section.

COMMUNITY CHOICE ENERGY (CCE) BUSINESS – None.

Items under this section of the agenda relate to CCE-specific business matters that fall under RCEA's CCE voting provisions, with only CCE-participating jurisdictions voting on these matters with weighted voting as established in the RCEA joint powers agreement.

6. OLD BUSINESS

6.1 Adjustment of Procurement Limits in Risk Policy

Approve Addendum A to the RCEA Energy Risk Management Policy, including increases to procurement dollar value limits as specified in Proposal A, and authorize the Executive Director to delegate staff-level approval of capacity transactions in writing with a specified end date.

7. NEW BUSINESS

7.1 Fiscal Year 2024-25 Preliminary Draft Budget

Provide guidance and input to staff on draft Fiscal Year 2024-2025 budget.

7.2 Executive Director Recruitment Firm Selection

1. Authorize the Executive Director to execute all applicable documents for recruitment serves associated with the Executive Director recruitment with Tripepi Smith for \$20,500, subject to RCEA General Counsel review.
2. Authorize a contingency of up to \$9,500 for additional or unanticipated costs associated with the executive recruitment.
3. Provide Board direction regarding key knowledge, skills, and abilities for the new Executive Director.
4. Authorize the Executive Director Recruitment Ad hoc Sub Committee to meet and communicate on behalf of the Board with the recruitment firm.

8. STAFF REPORTS

8.1 Interim Executive Director's Report

9. FUTURE AGENDA ITEMS

Any request that requires Board action will be set by the Board for a future agenda or referred to staff.

10. ADJOURNMENT

NEXT REGULAR MEETING

Thursday, June 27, 2024, 3:30 p.m.

Wharfinger Building downstairs Bay Room, 1 Marina Way, Eureka, CA 95501

Online and phone participation will also be possible via Zoom.



Redwood Region Economic Development Commission
325 2nd Street, Suite 203, Eureka, California 95501
Phone 707.445.9651 Fax 707.445.9652 www.rredc.com

REDWOOD REGION ECONOMIC DEVELOPMENT COMMISSION

Regular Meeting of the Board of Directors

May 27, 2024 at 6:30 pm PT

HAS BEEN CANCELED DUE TO THE MEMORIAL DAY HOLIDAY

The next Regular Meeting of the RREDC Board of Directors

is scheduled for June 24, 2024 at 6:30 pm PT

The Redwood Region Economic Development Commission will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the Board Secretary at (707) 445-9651. Notification 48 hours prior to the meeting will enable the Commission to make reasonable arrangements for accommodations.

RREDC
Member
Agencies

Cities Arcata · Blue Lake · Eureka · Ferndale · Fortuna · Rio Dell · Trinidad
Community Services Districts Humboldt · Manila · McKinleyville · Orick · Orleans · Redway · Willow Creek
Humboldt Bay Harbor, Recreation and Conservation District · Humboldt Bay Municipal Water District
County of Humboldt · Hoopa Valley Tribe · Redwoods Community College District