

**Humboldt Bay Municipal Water
District 828 7th Street, Eureka**
Agenda for Regular Meeting of the Board of Directors
 April 11, 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=MjZldGxRa08wZ0FWOHJrUlnhZnFLQT09#success>
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
9.a New Business	City of Arcata RDA	9:30 AM
9.c New Business	RLCSD policy 6225	10: 30 AM
10.1 Engineering	Engineering	11:00 AM
8.1.c Continuing Business	Instream Flow	1:30 PM
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. March 14, 2024, Regular Board Meeting Minutes* - discuss and possibly approve

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- 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-f)*- discuss and possibly approve

7. CORRESPONDENCE

- a. Letter to FERC transmitting 2023 DSSMR*-Discuss
- b. Letter from FERC RE Emergency Action Plan tabletop and functional exercises*-discuss
- c. Letter from FERC RE Updated response to recommendations from the ninth independent consultant inspection report for R.W. Matthews Dam*-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 (**Time Set 1:30 PM**)
 - i. 1707 Petition for Change*-discuss
 - ii. 1707 CEQA Notice of Exemption*-discuss and possibly approve
 - iii. 2024 Humboldt Bay Symposium Presentation April 12, 2024 3:20 pm*-discuss

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

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

9. NEW BUSINESS

- a. City of Arcata RDA Compenstion agreement*-discuss and possibly approve
Time set (9:30 am)
- b. GM recruitment and ad-hoc committee*-discuss and possibly approve
- c. RLCSD policy 6225*-discuss and possibly approve **Time set (10:30 AM)**
- d. Trinity County LHMP -HBMWD Annex*-discuss
- e. Resolution 2024-03, AWWA Drinking Water Week May 5-11, 2024*-discuss and possibly approve
- f. Resolution 2024-04, Quagga/Zebra Mussel infestation prevention grant program*-discuss and possibly approve
- g. Samoa Peninsula Concrete Vault Public Art Project*-discuss and possibly approve
- h. LAFCO official ballot -Independent Special District Election*-discuss and possibly approve

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10. REPORTS (from STAFF)

10.1 Engineering – (Time set 11:00 AM)

- a. Reservoirs Seismic Retrofit Project-status report
 - i. Albat construction management agreement* - discuss and possibly approve
 - ii. Grant Extension*-discuss
- 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. March 2024 Financial Statement & Vendor Detail Report*-discuss and possibly approve
- b. March 2024 Fieldbrook-Glendale contract revenue and Expense Summary*-discuss
- c. Resolution 2024-02 to close inactive County of Humboldt investment accounts*-discuss and possibly approve

10.3 Operations

- a. March Operations Report*-discuss
- b. Surplus equipment request*-discuss and possibly approve
- c. Request purchase order authorization for new collector pump-discuss and possibly approve

10.4 Management

- a. CSDA 2024 Humboldt Area Chapter membership certificate*-discuss
- b. Employee Barbeque May 21, 2024-discuss
- c. Quads at Ruth Lake lease lots*-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

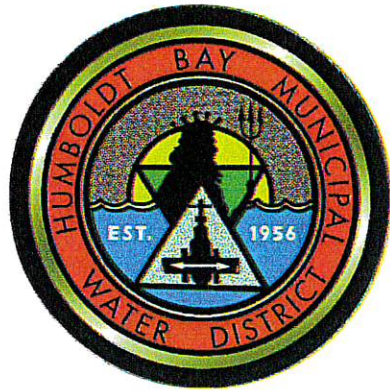
ADJOURNMENT

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

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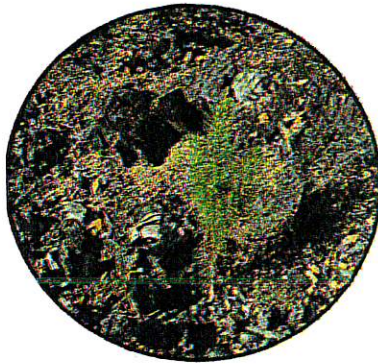
and mailed April 5, 2024.)



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

Board of Directors Meeting

April 11, 2024



Forest health Grant
seedlings at Ruth
Photos By:
Mark Andre



MINUTES

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



**Minutes for Regular Meeting of the Board of Directors
March 14, 2024**

1. ROLL CALL

President Latt called the meeting to order at 9:00 am. Director Rupp conducted the roll call. Directors Fuller, Latt, Lindberg, Rupp, and Woo were present. 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 Woo Second: Director Lindberg Vote: 5-0 to approve

4. PUBLIC COMMENT

Alysia Bixler who works for Redwood Community Action Agency commented that she is facilitating a grant for peninsula beautification meant to abate litter and beautify public spaces along the Samoa Peninsula. She asked the Board to consider allowing artists to paint some of the District's infrastructure along the Samoa Peninsula and allow her organization to make a formal request bringing this item to the April Board meeting.

5. MINUTES

i. February 12, 2024, Special Board Meeting Minutes

ACTION: Motion to accept February 12, 2024 Minutes

Maker: Director Lindberg Second: Director Woo Vote: 5-0 to approve

ii. February 8, 2024, Regular Board Meeting Minutes

ACTION: Motion to February 8, 2024 Minutes

Maker: Director Woo Second: Director Fuller Vote: 5-0 to approve

6. CONSENT AGENDA

ACTION: Motion to accept Consent Agenda

Maker: Director Fuller Second: Director Rupp Vote: 5-0 to approve

7. CORRESPONDENCE

i. Email from PG&E RE: Approval of Self Generation Incentive Program Project

Non Action item

HBMWD received notification from PG&E that PG&E approved final acceptance of the SGIP backup battery bank located at Essex.

ii. Letter from DWR RE: Notification of annual schedule of fees

Non Action item

HBMWD received the annual notification of fees for Mathews Dam.

8. CONTINUING BUSINESS

a. Water Resource Planning– Status report on water use options under consideration

i. Local Sales

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1. Nordic Aquafarms

Non Action item

No update reported.

2. Trinidad Rancheria Mainline Extension

Non Action item

No update reported.

3. Blue Lake Rancheria Mainline Extension

Non Action item

No update reported.

4. 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.

ii. Transport

Non Action item

No update was reported.

iii. Instream Flow

1. Report out on Special Board meeting February 12

2. Comment Summaries

Non Action Item

Mr. Friedenbach shared the compilation of the public comments/feedback received at the special Board meeting.

3. Blue Lake Rancheria Support letter

Non Action Item

The District received a letter of support regarding the District's draft petition for change from the Blue Lake Rancheria.

4. News article from EPIC

Non Action item

A favorable article written by the Environmental Protection Information Center (EPIC) was posted on their website.

CLOSED SESSION- Instream Flow-discuss California Code, GOV § 54956.9 Confer with attorney Meredith Nikkel regarding exposure to litigation

Closed session was conducted from 2:30 pm to 3:09 pm. The Board returned to open Session with no reportable action.

b. McNamara & Peepe

Director Woo recused herself due to a conflict of interest.

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Minutes for Regular Meeting of the Board of Directors
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i. Status update

1. Monthly Summary Report

Non Action item

Mr. Friedenbach reported on planned activities for 2024.

2. Quarterly virtual meeting February 29, 2024

Non Action item

The Virtual meeting for the first quarterly update with DTSC, EPA, HBMWD, and Humboldt Waterkeeper was pushed from January 2024 to February 29, 2024. The next quarterly meeting will be held in April 2024. A summary of the meeting content was provided.

3. DTSC work order no 1 site investigation letter

Non Action item

DTSC is currently reviewing the 2023 site investigation report. The review was expected to be done early this year. The Board asked a few clarifying questions and discussed this topic.

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

Non Action item

These were included for informational purposes.

c. **CLOSED SESSION-** Public Employee Performance Evaluation for General Manager pursuant to Section 54957(b)(1)

Closed session was conducted from 3:23 pm to 4:26 pm. The Board returned to open session with no reportable action.

9. NEW BUSINESS

i. CSDA Board of Directors seat A nomination application

Non Action item

CSDA sent out notification that a seat has opened on their Board of Directors.

ii. Special Board Meeting March, 28, 2024 for Engineering Management Contract-3 Tank Seismic Retrofit and 1707 Petition

Non Action item

HBMWD published a request for qualification for contract for 3 tanks seismic retrofit. The request closed Feb 3, 2024, with no submissions received. FEMA required HBMWD to conduct another RFQ solicitation closing on March 14, 2024, 3:00 pm. Staff requests scheduling a Special Board meeting to award this project. The Board agreed to meet on March 28 at 12:15 pm.

iii. New employee presentation

Non Action item

Kelsie Sobol, new Accounting Tech 1, was presented with a District jacket, as is the custom in celebrating new employment with Humboldt Bay Municipal Water District.

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iv. Sponsorship for the 29th annual Ruth Lake summer Festival

Non Action item

The Board discussed the value and importance of STAR and STVFD in the Ruth Lake area and the service they provide to our staff who work at the dam and around Ruth Lake. After discussion, the Board agreed and directed staff to donate \$1,000.00 to HTRA. The letter received stated 100% of funds donated will go directly to supporting STAR and STVFD.

v. CLOSED SESSION- Conference with District Legal Counsel Ryan Plotz Critical Infrastructure: Threat to Public Services or Facilities pursuant to Gov. Code 54957

Closed session was conducted from 1:30 pm to 2:06 pm. The Board returned to open session with no reportable action.

10. REPORTS (from STAFF)

a. Engineering – (Time set 11:00 am)

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

Non Action item

Mr. Friedenbach sent a letter to Eureka City Manager Miles Slattery inquiring if a City of Eureka owned 80-acre site located south of the Samoa Airfield might be available to perform anticipated mitigation by HBMWWD for the CDP for the Samoa Peninsula Waterline Right-of-Way maintenance project.

ii. Essex Onsite Sodium Hypochlorite Generation Project

Non Action item

No update reported.

iii. Reservoirs Seismic Retrofit Project

Non Action item

The deadline for Statements of Qualifications (SOQ) for submittal was February 8, with no responses received. FEMA required the District advertise a second RFQ solicitation. The RFQ was published a second time on February 16, 2024, with a response due date of March 14, 2024. Mr. Friedenbach sent a letter to Cal OES requesting to extend construction dates from summer 2024 to summer 2025.

iv. 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, then January and then February. While waiting, staff is working on drafting an RFQ to start the process of onboarding a consultant to perform work associated with this grant such as geotechnical analysis, seismic stability study, alternatives analysis, and environmental impact report. A request was made to Congressman Huffman's office for assistance with FEMA's processing of the grant application.

v. Status report re: Other engineering work in progress

Non Action item

No update reported.

Humboldt Bay Municipal Water
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b. Financial

i. FY 2024/2025 Budget Schedule

Non Action item

Ms. Harris presented the introduction to the FY 2024/2025 Budget Schedule.

ii. February 2024 Financial Statement & Vendor Detail Report

ACTION: Motion to accept February 2024 Financial Statement & Vendor Detail report in the amount of \$577,410.97

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

Ms. Harris presented the February 2024 financial report. The General Account balance is \$1.7 million. The various investments balance is \$10.4 million. The advanced charges are \$5.6 million with a general reserve of \$2.5 million.

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

Non Action item

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

iv. Salary Survey Comparable Agencies

Non Action item

Regional Government Services (RGS) has begun the next step in their salary survey. They searched for comparable agencies at a statewide level. After their statewide research was complete, they had a list of twenty-five potential comparative agencies. After further research, the list was refined to nine agencies.

c. Operations

i. February Operations Report:

Non Action item

Mr. Davidsen reported on the February Operations updates.

ii. Surplus Request: repair supplies

ACTION: Motion to approve Surplus request: repair supplies

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

Staff requested to surplus some equipment as well as replace the Hach 2100n turbidimeter.

11. DIRECTOR REPORTS & DISCUSSION

a. **General – comments or reports from Directors**

No update was reported.

b. ACWA

i. ACWA AB 2257 Coalition

ACTION: Motion to approve ACWA AB 2257 Coalition Support

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

Staff recommends the approval of joining the ACWA coalition to support AB 2257 and sending letters of support to assemblyman Wood and State Senator McGuire.

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ii. ACWA Region 1 Board meeting

Non Action item

Director Rupp reported on his attendance of the ACWA Regional 1 Board meeting and orientation.

iii. Resiliency Infrastructure funding

Non Action item

Director Rupp included this letter for informational purposes.

iv. ACWA Membership Committee Agenda

Non Action item

Director Rupp reported on his attendance of the ACWA finance and membership committees.

v. HBMWD support request for PFAS liability protection

ACTION: Motion to approve sending letters of support for PFAS liability protection

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

ACWA Action Alert to agencies requesting letters be sent to representatives in support for PFAS liability protections for water and wastewater agencies.

c. ACWA – JPIA

Non Action item

Director Rupp reported on his attendance of the Association of Governmental Risk Pools conference held in Nashville, Tennessee.

d. Organizations on which HBMWD Serves

i. RCEA:

Non Action item

Director Woo reported on the February RCEA meeting and discussed the possible withdrawal from the RCEA Board.

ii. RREDC:

Non Action item

Director Lindberg reported on the February RREDC meeting.

ADJOURNMENT

The meeting adjourned at 4:26 pm.

Attest:

Neal Latt, President

J. Bruce Rupp, Secretary/Treasurer

CONSENT



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

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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

March 14, 2024

The Honorable Chuck Schumer
 Senate Majority Leader
 United States Senate
 Washington, D.C. 20510

The Honorable Tom Carper
 Senate Environment and Public Works
 Committee Chair
 United States Senate
 Washington, D.C. 20510

The Honorable Mitch McConnell
 Senate Minority Leader
 United States Senate
 Washington, D.C. 20510

The Honorable Shelley Moore Capito
 Senate Environment and Public Works
 Committee Ranking Member
 United States Senate
 Washington, D.C. 20510

RE: Humboldt Bay Municipal Water District Requests Support for Passive Receiver PFAS Liability Protection

Dear Majority Leader Schumer, Minority Leader McConnell, Chair Carper, and Ranking Member Capito,

HBMWD respectfully requests your support for PFAS liability protections for water and wastewater agencies under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) that follow all applicable law and regulations for PFAS. The Humboldt Bay Municipal Water District (HBMWD or "District") is a regional wholesale water provider that supplies water to approximately 94,000 people (approx. 2/3 of Humboldt County residents) in the Humboldt Bay area in California. Potential liability from a proposed CERCLA hazardous substance designation for PFOA and PFOS, and the associated costs, is a serious concern for our District.

In September 2022, EPA published a proposed rule to designate PFOA and PFOS as CERCLA hazardous substances. That rule is now in the final stages, currently at the Office of Management and Budget for review, and is expected to be finalized before the end of this month. Congress intended CERCLA to be a statute that would allow for the remediation of contaminated sites and ensure the polluters are financially responsible for the cleanup through the "polluter pays" model. HBMWD strongly supports ensuring the CERCLA "polluter pays" principle remains intact. However, under current federal efforts, ACWA members and their ratepayers will be facing a "community pays" outcome that unfairly shifts the clean-up and liability costs onto water agencies and the public they serve.

Public water and wastewater agencies are passive receivers of PFAS from a vast array of domestic, commercial, and industrial sources. Water systems, and the public, do not have control over PFAS in the environment given the overwhelming presence of this family of chemicals in the chain of commerce and in our homes.

Without an explicit exemption from liability under CERCLA, water systems could be held financially liable for the cleanup of Superfund sites contaminated with PFAS for merely fulfilling their responsibilities under the Safe Drinking Water Act to treat and dispose of these chemicals to protect public health. While we appreciated that EPA has shared that it does not intend to pursue water systems for cleanup costs, the CERCLA statute leaves those same systems vulnerable to litigation by the polluters themselves through potentially responsible party (PRP) suits. Cleanup costs alone are disconcerting for many water systems; adding the financial implications of litigation would be overly worrisome for ratepayers.

We ask that the Senate consider and pass legislation that would protect water systems and uphold CERCLA's polluter pays principle. One example of this is Senator Cynthia Lummis' legislation, S. 1430, the **Water Systems PFAS Liability Protection Act**. This legislation would provide the protection that water systems desperately need to face the challenge of PFAS pollution with all the resources they can bring to bear. This legislation would protect water systems, as CERCLA intends, and put the burden solely on polluters – not ratepayers. This will allow water systems to focus on and allocate resources to accomplish their most important goal: providing safe, reliable, and affordable water service to ratepayers.

HBMWD urges you to uphold CERCLA's "polluter pays" principle and protect water systems and the ratepayers they serve by supporting a tailored legislative exemption from PFAS liability.

Thank you for your time, I can be reached at Friedenbach@hbmwd.com or (707) 443-5018.

Sincerely,



John Friedenbach
General Manager

CC:

Senator Cynthia Lummis
Senator Alex Padilla
Senator Laphonza Butler
Congressman Jared Huffman



Pipe replacement programs play a crucial role in mitigating risks

Water agencies provide essential services that ensure public health, preserve environmental sustainability, and support economic growth. Among the many challenges agencies face, aging and deteriorating pipes pose a significant threat to water supply systems. The American Water Works Association (AWWA) State of the Water Industry 2023 Report, indicates that rehabilitation and replacement of aging water infrastructure has remained the number one ranked challenge facing the water industry for the past five years. California's water is a vital resource, and water agency staff recognize that maintenance and management of its infrastructure are paramount.

Risks and Impacts of Pipe Breaks

Agency staff are well aware of the risks and impacts of pipe breaks. Breaks can happen in the middle of the night and increase employee safety and health risks. Response actions often include 811 notification, traffic control, valve turning, lock out tag out, trenching and excavation, slip, trip, and fall mitigation, and confined space entry.

Whenever a pipe failure causes damage, early reporting of all incidents is critical, and your agency's efforts to gather essential facts promptly are crucial. In the spring of 2021, South Coast Water District received an [H.R. LaBounty Safety Award](#) for its [Field Incident Reporting](#) system which streamlines and distributes water and wastewater emergency communications methodically. After an incident, the District reviews the information in its "lessons learned" discussions.

The Benefits of Pipe Replacement Programs

It is essential to support and skillfully execute your agency's pipe replacement program. These programs help prevent catastrophic failures, minimize service disruptions, and preserve water quality by proactively identifying and replacing aging and deteriorating pipes. Additionally, new installations include up-to-date plans and GIS/tracer wire

capabilities, which translate to faster locates and reduced line strikes.

Effective pipe replacement programs require careful planning, prioritization, and operational involvement to maximize their impact and efficiency. Key considerations include:

- **Conditions Assessments** - These methodologies enable water agencies to evaluate the health and integrity of their pipe networks. By leveraging options, agencies can identify high-risk areas and prioritize replacement efforts based on the condition and criticality of assets. Conditions assessments often require coordination between operators, engineers, and contractors.
- **Asset Management** - Adopting a proactive asset management approach allows water agencies to optimize resource allocation, minimize risks, and maximize the lifespan of infrastructure assets. Staff can support these efforts by capturing accurate data in their work order systems. The JPIA's Commitment to Excellence Program (C2E) maintains a Standard Operating Guideline (SOG) on [Asset ID and Documentation](#) as a resource for members.

The JPIA encourages members to engage within their agencies regarding losses and work to evaluate continuous improvement measures.

Emergency Response Tips and Tools

- Track emergency response including response times (i.e., time to the site after a reported incident, and the time to stop/turn off the water).
- Maintain emergency response supplies (berms, waddles, sandbags, etc.) to divert water away from entering structures to reduce third-party damage.

Pipe Replacement Programs for Water Agencies



The C2E Program maintains member resources and best management practices aiming to improve risk reduction in our most frequent and costly loss categories. The categories are Construction, Infrastructure, Employment Practices, Ergonomics/Falls, Wildfires, and Vehicle Operations. Examples of resources in the Infrastructure Loss Reduction Focus Area related to pipe failure mitigation include an SOG on Maintenance Management Systems, an SOG on Valve Exercising and Maintenance, a Leak Repair Summary Report, and an SOG on Sewer Backup and Response. Sample procedures listed there also include those provided by JPIA members like Bella Vista Water District, Mission Springs Water District, Santa Fe Irrigation District, South Coast Water District, Sweetwater Authority, and Western Municipal Water District.

Ensuring Resilience and Sustainability

Pipe replacement programs are indispensable tools for safeguarding the reliability, safety, and sustainability of public water agencies in California. The severity and consequences of water and wastewater pipe breaks can vary due to many factors. Through best management practices found in the JPIA's C2E, effective investigation and proactive assessment of pipe breaks, diligent asset management, and stakeholder collaboration, water agency staff can help ensure the resilience and viability of their operations.

Test your Knowledge

Please answer the following questions as **true** or **false**:


1. The JPIA's C2E contains resources to help mitigate the risk of pipe beaks.
2. Pipe replacement programs can be a proactive way to reduce the many risks of pipe failure.

3. The C2E does not include sample resources developed by other member agencies.
4. Investigation of pipe breaks does not help inform pipe replacement plans.
5. Data from previous line break incidents that have resulted in claims should be considered when discussing pipe replacement plans.

References

- American Water Works Association (2019), AWWA Manual of Water Supply Practices – M77 Conditions Assessment of Water Mains
- American Water Works Association (2023), State of the Water Industry Report 2023 [PDF]. Retrieved from <https://www.awwa.org/Portals/0/AWWA/ETS/Resources/2023-SOTWI-Full-Report.pdf>
- State Water Resource Control Board (2022), ORDER WQ 2022-0103-DWQ, Retrieved from https://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2022/wqo_2022-0103-dwq.pdf

JPIASource



The JPIASource is not intended to be exhaustive. The discussion and best practices suggested herein should not be regarded as legal advice. Readers should pursue legal counsel or contact their insurance providers to gain more exhaustive advice.

P.O. Box 619682 | Roseville | CA 95661-9082
(800) 231-5742 | www.acwa/jpia.com

Answer Key

1. True
2. True
3. False
4. False
5. True

California WaterBlog

A biologist, economist, engineer and geologist walk onto a bar...

Some curious things about water management

Posted on March 3, 2024 by Christine Parisek

By Jay R. Lund



Chicken photo courtesy of Jose Maria Plazaola, Wikimedia Commons user.

**This is a repost of a blog originally published in 2012.*

Water management is often very different from what we think intuitively, or what we have been taught. Here are some examples.

1. Most water decisions are local. Water policy and management discussions often seem to assume that state and federal government decisions and funding are the most important aspects of water management. This is not nearly true. Historically, culturally, and practically, most water management in California and the U.S. is local. There might be a dozen or more state and federal agencies, but there are thousands of local water, drainage, sanitation, and irrigation districts and millions of households and businesses. Local demand, supply, and operating decisions are the most important parts of water management, and where most innovations in water management originate. Due to the substantial build-out of large water projects, lack of water policy consensus, and debilitating state and federal budget deficits, local decisions, funding, innovations, and leadership are likely to become still more important in California and the U.S. Table 1 below illustrates this situation well.

Agency	Spending (\$Billion/yr)
Local agencies total	\$19.9
Water	\$12.1
Wastewater	\$6.5
Flood Control	\$1.3
State total (California)	\$8.6
Department of Water Resources	\$7.2
Water Resources Control Board	\$0.8
Department of Fish and Game	\$0.4
Federal total	\$0.5
Bureau of Reclamation, CVP	\$0.3
USACE, California	\$0.2

Table 1: Estimated Annual Water Spending by Governments in California (c. 2008, Delta Stewardship Council Plan draft #5, August 2011)

2. Changes in technology change optimal management institutions. In early times, it became clear that local institutions were needed to construct and maintain local water management systems (Pisani 1984; Kelley 1989). In the late 1800s, irrigation districts, reclamation districts, and local water utilities emerged to fill these functions more efficiently than individuals or private firms. When larger regional and statewide water systems involving major reservoirs and conveyance systems spanning the state became needed (or at least desired) in the early 1900s, state and federal agencies were developed to manage the planning, construction, and operation of such systems. Today, major storage and conveyance systems are largely built, and innovative water management is dominated by, water conservation, water markets, conjunctive use, water recycling, and other techniques where local agencies have comparative advantages, and state and federal agencies have different and largely diminished roles (Hanak et al. 2011). Institutions should change to make best use of the most economical and appropriate mix of technologies for managing a system. In California, this means that local agency efforts need incentives to be better

coordinated and better serve some regional and statewide objectives. Outside of this, state and federal agencies have diminishing roles following the age of large-scale infrastructure construction.

3. Studies forever, are sometimes cheaper and more politically convenient than action or technically serious work. For example, there is a common and political perception that new reservoirs are needed. Most elected and business officials grew up in an era when if you needed more water, you went to the nearest watershed, built a dam, and diverted water to where you wanted it. Today, most of the technical community is lukewarm on the idea of expanding reservoirs, for economic, technical, and environmental reasons. Constructing new reservoirs also taps an immense reserve of controversy. So consider the choices:

- A) Build a reservoir costing \$2 billion, or \$100 million/year for a long time at 5% annual interest
- B) Study building a reservoir, costing \$1 million/year, perhaps for a very long time

The least controversial and most politic and economical choice here is to study the problem for a long time and rarely release substantial reports on the subject. This neatly dampens most of the controversy, while keeping agencies and consultants well funded and out of trouble. However, studying the problem forever has a financial cost, and arguably greater costs from dissipating analytical expertise, avoiding more serious discussions, and loss of technical integrity in government agencies.

4. Self-optimizing systems. Water users adapt to long-term management, and tend to make optimal any given long-term infrastructure and operations. Controlling floods with reservoirs and levees for some years leads people to settle more in floodplains (White 1945). Such encroachment sometimes can make it more difficult to use the official flood channel capacity and can further constrain water system operations. Outside of California, another example is the tendency of inland thermal power plants to build cooling water intakes at the lowest historical regulated water level. During a drought, this inflexible high-value demand for water elevation now requires awkward releases of scarce water from upstream. The power plants don't need the water, just the water elevation. A similar effect occurs with boat ramps on reservoirs during droughts. The recreational drought is often not so much a lack of water or lake surface area, but insufficiently long boat ramps for drought conditions. Smart water users adapt to any operations, and force us to retain long-standing operations, which might not have been optimal initially. This implies costs for making transitions and responding to unusual drought or flood conditions. Water management is not just on the supply side; the reactions and long-term decisions of water users are just as important.

5. Small shortages sometimes create disproportionately large costs, with disturbing implications. Usually we assume, and it is often the case, that larger shortages lead to ever-increasing water shortage costs. Doubling a shortage more than doubles shortage costs. This is true for most water demands that are well-managed and experienced with shortages, since only a fool would short higher valued crops or functions first.

However, for urban and small commercial water users, even small shortages impose a significant "hassle cost", requiring the users to figure out how to deal with the shortage, and distracting them from other valued activities. In economic theory terms, this means the first units of shortage are more expensive than the later ones (non-convex shortage costs). You can see glimmers of this behavior in some attempted contingent valuation studies of urban water shortages (Barakat & Chamberblin 1994).

If shortage costs begin small and gradually increase for everyone (convex shortage costs), as is commonly-assumed, then it is optimal (and fair) to spread the shortage across all customers. However, if there is a high initial hassle cost for dealing with a shortage (making shortage costs non-convex, Figure 1), then the economically optimal allocation of shortages is very different. Given a high initial cost for shortage and a slower increase in shortage costs afterwards, the best way to minimize overall shortage costs to all customers overall is to concentrate shortages with as few customers as possible. This allocates as much shortage as possible to the fewest number of people, minimizing hassle overall, but concentrating it among a few. For small shortages, this saves the society a lot of cost. Those shorted could be selected randomly, or to those with the least hassle. Sometimes economically optimal is not fair. (Seen another way, fairness sometimes has a cost – which hardly seems fair.)

Ideally, those shorted would be compensated by others who are spared the shortage and hassle costs (but when did you last see this happen?)

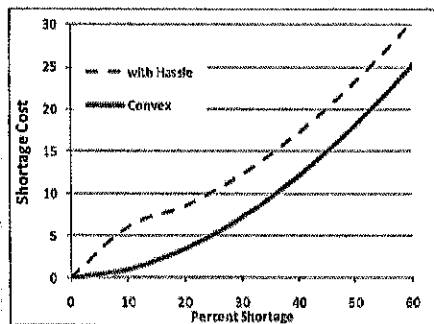


Figure 1: Hypothetical shortage costs with and without initial hassle

6. Chicken and cooperation in regional water management. We like to think that if everyone can be shown a win-win alternative, that all stakeholders will jump on board in support. But frequently this does not happen. Why?

Often, one or more stakeholders will stall such an agreement to improve their share of win-win benefits. The strategy here is to deny they would be better off with the win-win solution and then ask for more. When enough stakeholders have incentive for this behavior, a “chicken game” results where everyone is getting worse off while bargaining to do better for themselves (Madani and Lund, 2012).

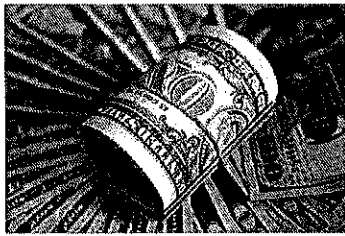
7. How to manage and plan with fading federal and state presence and initiative? We often assume that federal and state leadership can help solve problems, and this was quite true during the era of water infrastructure development. However, federal and state agencies are fading as: most innovations (water conservation, water markets, conjunctive use, and reuse) are led and implemented locally; federal and state funding is in sharp decline; state and federal policy consensus is lacking; and many state and federal agencies suffer from bureaucratic sclerosis. How can regional collaboration be stimulated without state and federal funds or political support? How can regional collaborations make best use of the remaining advantages of state and federal governments? Will regional chicken games worsen? This is perhaps our greatest challenge for water management and policy. (Hanak et al. 2011)

AgNet West RADIO NETWORK

Additional \$205 Million in Funding for Sites Reservoir

MARCH 13, 2024 AGRI-BUSINESS, FUNDING, WATER

Congress has given the green light for a significant boost to the Sites Reservoir Project, based on a recommendation from the Bureau of Reclamation. A total of \$205.6 million in federal funds is being allocated. The money comes from the Water Infrastructure Improvements for the Nation (WIIN) Act, which helps enhance water systems across the country. It marks the largest single award in the history of the WIIN Act for a storage project.



“With the support of the Biden-Harris administration, Reclamation continues to make historic investments in Western water infrastructure projects like Sites Reservoir,” Commissioner Camille Calimlim Touton said in a press release. “This project reaffirms Reclamation’s partnerships with the State of California and the Sites Project Authority, as well as our ongoing commitment to increase drought resiliency in California and across the West.”

The Sites Reservoir aims to bolster water supplies across California while also supporting native wildlife during droughts. This project will add 1.5 million acre-feet of storage, significantly enhancing the state’s water flexibility and reliability during dry years. Last summer, the project received \$30 million from the Infrastructure Investment and Jobs Act, making the total federal contribution to date \$439.3 million.

Sites Project Authority Chairman Fritz Durst emphasizes the importance of federal support for the project, to increase overall water reliability statewide. The project has garnered widespread backing from various stakeholders, including cities, counties, and water agencies throughout California. Lawmakers like Senator Alex Padilla and Congressman Doug LaMalfa have also commended the project for its role in ensuring water security in the face of future droughts.

With more than \$3 billion in federal financing secured, along with state funds, the Sites Reservoir Project is set to become California’s first major reservoir since 1999. The Sites Project Authority notes that had the reservoir already been functional, it would be at an estimated 80 percent capacity based on 2023 flows and storms in early 2024.



Sites Reservoir Aims to Reshape California's Water Landscape

(Credit: Sites Reservoir)

by [Staff Writer](#) | Mar 19, 2024

Colusa County, California, could soon be home to the largest new reservoir in the state in 50 years. In accordance with the Bureau of Reclamation's recommendation, Congress greenlit the allocation of \$205.6 million in federal funding for the [Sites Reservoir Project](#) under the [Water Infrastructure Improvements for the Nation Act](#) (WIIN Act). This act aims to enhance water infrastructure nationwide through grants. Notably, this allotment represents the largest single WIIN Act grant designated for a storage project.

Commissioner Camille Calimlim Touton remarked, "With the support of the Biden-Harris administration, Reclamation continues to make historic investments in Western water infrastructure projects like Sites Reservoir. This project underscores Reclamation's strong collaborations with the State of California and the Sites Project Authority, along with our ongoing dedication to bolstering drought resilience in California and the broader Western region."

Impact on California's Water Management

Known for its sprawling rice farms, almond orchards, and conservative politics, the county, with a mere 22,000 population, has its hopes pinned on this \$4.5 billion project that has been discussed since the 1950s. This project, led by the Sites Project Authority, can potentially alter the county's reputation and leverage it as a fundamental player in California's water management.

Jerry Brown, Executive Director of the Sites Project Authority, extols this initiative as having a "definite tailwind at our back". He views the funding as a vote of confidence, indicating that the federal government recognizes the significant benefits and sound investment the project represents.

The reservoir, envisioned to be 13 miles long, 4 miles wide, and 260 feet deep, would store water diverted from the Sacramento River in wet years. This storage would then serve both cities and farms around the state in dry years. The potential Sites Reservoir would rank as California's eighth-largest, four times the size of the Hetch Hetchy Reservoir in Yosemite National Park. It

aims to supply water to 500,000 acres of Central Valley farmlands and 24 million inhabitants, including those in Silicon Valley, the East Bay, and Los Angeles.

Plans for the groundbreaking have been set for 2026, with construction completion by 2032. This would make Sites the largest new reservoir in California since New Melones Lake's opening in 1979.

Sources of Funding

In 2023, Sites Reservoir secured \$30 million in funding from the Bureau of Reclamation under the Infrastructure Investment and Jobs Act. This latest investment brings the project's total federal contributions to \$439.3 million, including \$379.3 million from the WIIN Act and \$60 million from the Infrastructure Investment and Jobs Act. This sum covers the current estimated capital cost for the allocated 9% participation planned for Reclamation's use.

With the latest funding approval, the project now boasts more than 90% of its financial lining from various sources including a \$2.2 billion loan invitation from the U.S. Environmental Protection Agency (EPA), \$875 million from Proposition 1, a water bond approved by voters in 2014, and \$60 million from Biden's Bipartisan Infrastructure Act.

2024 and Beyond

The project enjoys support from Governor Gavin Newsom, farm organizations, labor unions, and water agencies, including the Santa Clara Valley Water District in San Jose, Zone 7 Water Agency in Livermore, and the Metropolitan Water District in Los Angeles. The Sites Reservoir Project was certified by Governor Newsom under Senate Bill 149, which streamlines judicial review for selected infrastructure projects to avoid California Environmental Quality Act (CEQA) litigation delays.

The project is not without its dissenters. Environmental groups like the Sierra Club argue that the filling of Sites will divert too much water away from the Sacramento River, negatively impacting endangered species and depriving the Sacramento-San Joaquin River Delta of fresh water. Arguing for more sustainable solutions like water recycling projects, conservation, and sustainable farming projects.

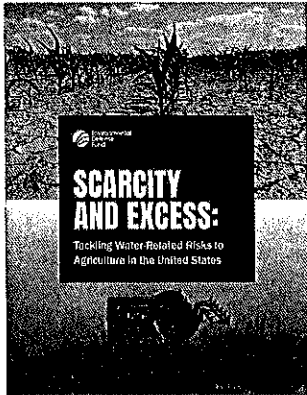
The project's future will be decided through a series of hearings scheduled from June to November, where the State Water Resources Control Board will analyze fisheries studies and other documents to decide whether to award the water rights necessary for the project to move forward.



The report recommends policies, programs and tools for agricultural resilience.

By Patty Guerra, UC Merced

Water is among the most precious resources on the planet. Some areas don't get enough; some get too much. And climate change is driving both of those circumstances to ever-growing extremes.



Two UC Merced experts in civil and environmental engineering took part in a recent [report](#) by the Environmental Defense Fund examining the issue and potential solutions. Associate Professor of Extension [Tapan Pathak](#) and Professor [Josué Medellín-Azuara](#) co-authored the report, "[Scarcity and Excess: Tackling Water-Related Risks to Agriculture in the United States](#)," and wrote the section pertaining to California.

In addition to climate change, disruptive human interventions such as groundwater over-extraction, sprawling drainage networks and misaligned governance are driving up water-related agricultural costs, particularly in midwestern and western states, the researchers found.

The problem is magnified in California, which hosts the largest and the most diverse agricultural landscape in the U.S., Pathak and Medellín-Azuara wrote, with gross revenues from farms and ranches exceeding \$50 billion.

"Due to the favorable Mediterranean climate, unique regional microclimate zones, a highly engineered and developed water supply system, and a close connection between producers and research and cooperative extension institutions, California's agricultural abundance includes more than 400 commodities, some of which are produced nowhere else in the nation," the UC Merced researchers wrote.

But the state's varying climate and water needs pose a challenge. Though most of the precipitation falls in the northern part of California, the southern two-thirds of the state account for 85 percent of its water demand. And all of those crops must be watered in the summer, when there is little, if any, rainfall.

Some of the water comes from snowpack developed through winter storms and stored in reservoirs as it melts. Much of it comes from the Colorado River.

"Substantially less water is captured and stored during periods of drought, imperiling California's water supply and putting agricultural water needs at risk," Pathak and Medellín-Azuara wrote.

Climate change, with increasing periods of drought between excessively wet winters, magnifies that risk.

“Further, the rate of increases in the minimum temperatures in the Sierra Nevada is almost three-fold faster than maximum temperatures, resulting in potential decrease in the snowpack, earlier snowmelt, and more water in liquid form as opposed to snow,” the researchers wrote. “According to the California Department of Water Resources, by 2100, the Sierra Nevada snowpack is projected to experience a 48-65 percent decline from the historical average.”

Climate change is also expected to affect the availability of water from the Colorado River.

Climate extremes such as heat waves, drought and flooding – giving rises to increased weeds, pests and disease – are already significantly impacting agriculture and the broader economy, Pathak and Medellín-Azuara wrote.

The state's drought from 2012 to 2016 led to about 540,000 acres of fallow farmland in 2015, costing the state's economy \$2.7 billion in gross revenue and 21,000 jobs. With the lack of precipitation, farmers increasingly pumped groundwater to irrigate crops, depleting those resources.

The report goes on to recommend policies, programs and tools be developed for agricultural resilience, including:

- Changing land use and crop management practices to support a transition to an agriculture footprint that can be sustained by the available water supplies.
- Increasing farmer and water manager access to important data and innovative technological tools to support their efforts.
- Reimagining built infrastructure and better using natural infrastructure so regions are better equipped to handle weather extremes.
- Developing policy and funding mechanisms to support mitigation and adaptation to water-related risks, avoid maladaptation and ensure food and water security.

“California's innovative agriculture needs to rapidly adapt to more volatile water availability, climate-driven higher water demands, and regulation protecting groundwater reserves, communities and ecosystems,” Medellín-Azuara said. “The early adoption of more sustainable practices in agriculture will likely pay off dividends both in the short and long terms.”

Added Pathak, “California faces significant challenges related to climate change, but it also presents opportunities for innovations, collaborations and sustained growth. To make agriculture resilient to climate risks, we need to engage in holistic solutions that integrates environmental, social, economic and policy considerations.”

CORRESPONDENCE



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

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Fax 707-443-5731 707-822-8245
EMAIL OFFICE@HBMWD.COM
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BOARD OF DIRECTORS

NEAL LATT, PRESIDENT
MICHELLE FULLER, VICE-PRESIDENT
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DAVID LINDBERG, ASSISTANT SECRETARY-TREASURER
SHERI WOO, DIRECTOR

GENERAL MANAGER

JOHN FRIEDENBACH

March 29, 2024

Frank Blackett, Regional Engineer
FERC Division of Dam Safety
100 1st Street, Suite 2300
San Francisco, CA 94105-3804

Submitted via FERC Online

RE: 2023 DSSMR

Dear Mr. Blackett,

Our 2023 Dam Safety Surveillance and Monitoring Report (DSSMR) for the R. W. Matthews Dam, FERC Project No. 3430 is now complete and being submitted. Should you have any questions, please let me know.

Thank you,

A handwritten signature in cursive script that reads "Sherrie Sobol".

Sherrie Sobol
Regulatory Analyst II

cc: William Rettberg, GEI Consultants
Nathan Stevens, GHD Engineering
Sharon K. Tapia, Chief of the Division of Safety of Dams
John Friedenbach, General Manager; Dale Davidsen, Superintendent, HBMWD

FEDERAL ENERGY REGULATORY COMMISSION
Office of Energy Projects
Division of Dam Safety and Inspections – San Francisco Regional Office
100 First Street, Suite 2300
San Francisco, CA 94105-3084
(415) 369-3300

April 4, 2024

In reply refer to:
Project No. 3430-CA

VIA FERC Service

Mr. John Friedenbach
General Manager
Humboldt Bay Municipal Water District
PO Box 95
Eureka, CA 95502-0095

Re: Emergency Action Plan Tabletop and Functional Exercises

Dear Mr. Friedenbach:

This is in response to your letter dated September 7, 2023, that submitted the Tabletop and Functional Exercises notification for R.W. Matthews Dam, which is part of the R.W. Matthews Project, FERC No. 3430. We have reviewed the submittal, and we have no comments. We plan on attending the exercises on Friday, September 27, 2024, at the Wharfinger Building, 1 Marina Way, Eureka, CA 95501.

We appreciate your cooperation in this aspect of our public safety program. If you have any questions, please contact Ms. Jodi Dutta, P.E. at (415) 369-3314.

Sincerely,

Frank L Blackett, P.E.

Digitally signed by Frank L Blackett,
P.E.

Date: 2024.04.04 12:48:17 -07'00'

Frank L. Blackett, P.E.
Regional Engineer

FEDERAL ENERGY REGULATORY COMMISSION
Office of Energy Projects
Division of Dam Safety and Inspections – San Francisco Regional Office
100 First Street, Suite 2300
San Francisco, CA 94105-3084
(415) 369-3300

April 4, 2024

In reply refer to:
Project No. 3430-CA

VIA FERC Service

Mr. John Friedenbach
General Manager
Humboldt Bay Municipal Water District
PO Box 95
Eureka, CA 95502-0095

Re: Updated Response to Recommendations from the Ninth Independent Consultant
Inspection Report for R.W. Matthews Dam

Dear Mr. Friedenbach:

This is in response to your letters dated December 21, 2023 and March 4, 2024, that submitted responses to our comments on your plan and schedule to address recommendations from Ninth Independent Consultant's Inspection Report for R.W. Matthews Dam, which is part of the R.W. Matthews Project, FERC No. 3430. The plan and schedule you included with your responses to address the remaining recommendations from the Ninth Independent Consultant's Inspection Report by the dates outlined in your March 6, 2024 letter is acceptable.

We appreciate your cooperation in this aspect of our dam safety program. If you have any questions, please contact Ms. Jodi Dutta, P.E. at (415) 369-3314.

Sincerely,

Frank L Blackett, P.E.

Digitally signed by Frank L Blackett,
P.E.

Date: 2024.04.04 12:45:08 -07'00'

Frank L. Blackett, P.E.
Regional Engineer

CONTINUING BUSINESS

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

SECTION 8.1 PAGE NO. 1

To: Board of Directors
From: John Friedenbach
Date: April 11, 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. No update.
- 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

District staff, counsel, consultants and committee are working on the Water Board staff's comments received on our draft petition for change application. Staff is striving to have this document to the board for review at the April Board meeting.

A CEQA Notice of Exemption for the 1707 Petition of Change beneficial use modification to a portion of our water rights for our instream flow dedication will be considered at the Board meeting.

Humboldt Bay Municipal Water District

To: Board of Directors
From: John Friedenbach
Date: April 11, 2024

Re: Approval of Instream Flow 1707 Petition for Change application

History / Background

In accordance with the District's Water Resource Planning efforts to preserve local control and use of our water rights subsequent to the closure of the Samoa Peninsula Pulp Mills, the District has been preparing a State Water Resources Control Board, Division of Water Rights, form 1707 Petition for Change. The purpose of the petition for change is to modify a portion of our existing water rights beneficial use to an Instream Flow Dedication from the R. W. Matthews dam to our points of direct diversion and re-diversion at our pumping facilities at Essex.

Discussion

As the Board is aware, a draft 1707 application was submitted to the Water Board staff for their initial "draft review". Six pages of review comments were received from this draft review. Staff, District Counsel, and consultants have been preparing responses to these comments as appropriate. That process has not been completed in time for document inclusion into the board packet by the Friday April 5th publication date.

Staff anticipates having the 1707 application forms and supplemental documentation available prior to the board meeting on April 11th.

Recommendation and Action

Staff recommends that the board review and approve the 1707 Petition for Change once it has been completed and reviewed by the directors.

Humboldt Bay Municipal Water District

To: Board of Directors
From: John Friedenbach
Date: April 11, 2024

Re: **Approval of Instream Flow 1707 Petition for Change Project
CEQA Notice of Exemption**

History / Background

In accordance with the District's Water Resource Planning efforts to preserve local control and use of our water rights subsequent to the closure of the Samoa Peninsula Pulp Mills, the District has been preparing a State Water Resources Control Board, Division of Water Rights, form 1707 Petition for Change. The purpose of the petition for change is to modify a portion of our existing water rights beneficial use to an Instream Flow Dedication from the R. W. Matthews dam to our points of direct diversion and re-diversion at our pumping facilities at Essex.

The District was awarded a \$ 693,408 grant from the Wildlife Conservation Board to fund the costs of the biological and water rights analyses reports to prepare the form 1707 application to the Water Board.

Discussion

CEQA is required for the project. The project is categorically exempt under several CEQA Code Sections. Specifically, they are: 15301 – Existing Facilities Exemption; 15304 – Minor Alterations to Land Exemption; 15307 and 15308 – Actions by Regulatory Agencies for Protection of Natural Resources and/or the Environment. District Special Counsel has analyzed the project and these CEQA exemption codes and their applicability to the project.

Recommendation and Action

Staff recommends that the board approve the project and find that the project is exempt from CEQA under the following code sections: 15301; 15304; 15307; and 15308. Furthermore, the board directs staff to complete and file the required CEQA Notice of Exemption forms.

Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: Humboldt

825 5th Street

Eureka, CA 95501

From: (Public Agency): Humboldt Bay Municipal Water District
PO Box 95

Eureka, CA 95502-0095

(Address)

Project Title: Form 1707 Petition For Change - Water Rights

Project Applicant: Humboldt Bay Municipal Water District

Project Location - Specific:

Mad River Basin: R.W. Matthews dam to Essex pumping facility (approx. 75 miles)

Project Location - City: Arcata

Project Location - County: Humboldt

Description of Nature, Purpose and Beneficiaries of Project:

The Petition for Change requests to expand the purpose of use in its water rights under permits 11714 & 11715 to include use for instream flow purposes of preserving or enhancing fish and wildlife resources.

Name of Public Agency Approving Project: Humboldt Bay Municipal Water District

Name of Person or Agency Carrying Out Project: Humboldt Bay Municipal Water District

Exempt Status: **(check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: 15301;15304;15307;15308 See attached.
- Statutory Exemptions. State code number: _____

Reasons why project is exempt:

See attached explanation.

Lead Agency

Contact Person: John Friedenbach, General Manager

Area Code/Telephone/Extension: 707-443-5018

If filed by applicant:

1. Attach certified document of exemption finding.

2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: _____

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

Reason why project is exempt:**Existing Facilities Exemption (CEQA Guidelines § 15301)**

The Project fits within the exemption for minor alterations to existing facilities. A water distribution system is an existing facility for purposes of this exemption. (See *North Coast Rivers Alliance v. Westlands Water District* (2014) 227 Cal.App.4th 832, 867; *Turlock Irrigation Dist. v. Zanker* (2006) 140 Cal.App.4th 1047, 1065–1066.) The proposed instream flow dedication is not an expansion of use. No changes are proposed with respect to the amount, rate, season, points of diversion, or priority with respect to the existing water rights. The only proposed change is to add a purpose of use to instream preservation or enhancement of fish and wildlife resources. This change does not expand the existing use, nor is there any increase in consumptive use. To the extent that changing the purpose of use to allow for environmental preservation activities would be considered to be an expansion, the change is negligible in nature, akin to activities such as maintenance of streams and stream channels to protect fish and wildlife resources (CEQA Guidelines, § 15301(i)) and other activities listed in the exemption.

Additionally, no exception is applicable to the proposed Project.

Minor Alterations to Land Exemption (CEQA Guidelines, § 15304)

This exemption applies to “minor public or private alterations in the condition of . . . water. . . .” (CEQA Guideline, § 15304.) The Project fits within the criteria applicable to this exemption. The proposed Project would involve altering existing water rights to add a purpose of use. The Project would alter flows along the Mad River in a relatively minor capacity, and in a way that would benefit habitat for fish and wildlife resources in the area. Furthermore, no exception applies that would prevent application of this exemption.

Actions by Regulatory Agencies for Protection of Natural Resources and/or the Environment (CEQA Guidelines, §§ 15307, 15308)

The exemption in CEQA Guidelines section 15307 applies to “actions taken by regulatory agencies as authorized by state law or local ordinance to assure the maintenance, restoration, or enhancement of a natural resource where the regulatory process involves procedures for protection of the environment.” The exemption in CEQA Guidelines section 15308 applies to “actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment where the regulatory process involves procedures for protection of the environment.”

Water Code section 1707 authorizes the State Water Board to approve an instream flow dedication only where the requested change is “for purposes of preserving or enhancing wetlands habitat, fish and wildlife resources, or recreation in, or on, the water.” As such, issuance of an approval pursuant to Water Code section 1707 is therefore an action by the State Water Board acting as a regulatory agency, authorized by state law to assure protection and enhancement of natural resources and the environment.

Further, CEQA Guidelines section 15307 notes that “wildlife preservation activities of the State Department of Fish and Game” are an example of activities falling within the scope of that exemption. Such activities are very similar to the proposed instream flow dedication, which is also a wildlife preservation activity. Therefore, the Project fits within the criteria for these exemptions, and no exception applies.

2024 Humboldt Bay Symposium

An opportunity to discuss and provide the public with information about the latest developments pertinent to Humboldt Bay.

Friday April 12, 2024

Session Three: Ecology & Restoration

Organizers: Emily King Tenoka, Stillwater Sciences & Bernadette Cluett, ICF

- 1:00 PM Wiyot Tribe and BLM: Enhancing and Reconnecting Forestry and Fisheries in Hksha'ri (Elk River)
Zach Erickson & Marisa McGrew, Wiyot Tribe
Zane Ruddy, Marissa Vossmer, & David Hammons, BLM
- 1:20 PM Ecology of Recovery: Research and Monitoring Floodplain Habitat Restoration for Threatened Coho Salmon
Josh Cabill & Kate Stonecypher, Cal Poly Humboldt
- 1:40 PM Restoration Project Updates
Katie Marsolan, City of Eureka Public Works
Outcomes/Highlights of the Elk River Estuary Enhancement Project
Ross Taylor, Ross Taylor & Associates
Biological Monitoring of the Martin Slough Enhancement Project
Andrea Pickart, U.S. Fish and Wildlife Service
Dune Restoration at Wadullb Unit, Humboldt Bay National Wildlife Refuge
James Ray, California Department of Fish and Wildlife
Ocean Ranch Restoration Project
- 2:20 PM BREAK
- 2:40 PM The Future of Tidal Marsh Restoration in Humboldt Bay: It's Dirty Work
Conor Shea, U.S. Fish and Wildlife Service
- 3:00 PM Habitat and Soil Carbon Development in a Restored Tidal Wetland - White Slough Tidal Wetland Restoration Project
Karen Thorne & Jenny Curtis, U.S. Geological Survey
- * 3:20 PM Ecological Enhancement Through Instream Flow Dedication (Humboldt Bay Municipal Water District) *
- Michelle Fuller & Sheri Woo, Humboldt Bay Municipal Water District*
- 3:40 PM Consideration to Reintroduce Sea Otters to Northern California and Oregon
Matt Parker, U.S. Fish and Wildlife Service
- 3:50 PM Pacific Marine and Estuarine Fish Habitat Partnership - Promoting Effective Estuary Restoration in Humboldt Bay and Beyond
Bill Pinnix, U.S. Fish and Wildlife Service
- 4:10 PM Harmonic Analysis of Currents within Humboldt Bay
Tamara Barriguand, Cal Poly Humboldt

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

March 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 (March 2024).

Stormwater Sampling. Stormwater sampling was conducted on March 11, 2024. DTSC is waiting for the laboratory analytical report.

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

- 2023 Site Investigation Report of Findings. DTSC is currently reviewing the 2023 site investigation report.
- Second Semi-Annual 2023 Groundwater Sampling Report. A summary of activities and results for the second semi-annual groundwater sampling event was submitted by SHN and is currently 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 April 2024. A date and an agenda will be sent out before the meeting in April. *April 30th; 11:00 A.M.*

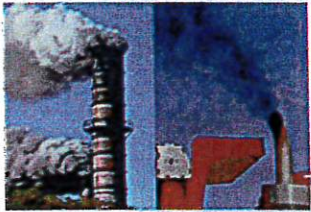
To file an anonymous complaint with California DTSC
(Department of Toxics and Substance Control)


<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 

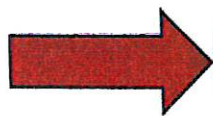
IS THIS AN EMERGENCY?

ARE YOU REPORTING WATER WASTE?

IS THIS REGARDING PROPOSITION 65?



Select this Topic:
Toxic Substances
to submit to
DTSC.



[Complaint Details →](#)

Click here to enter Complaint Details.




DTSC website for McNamara & Peepe Lumber Mill (12240115)

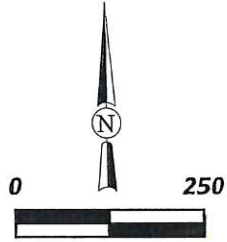
1619 Glendale Drive

Humboldt County

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

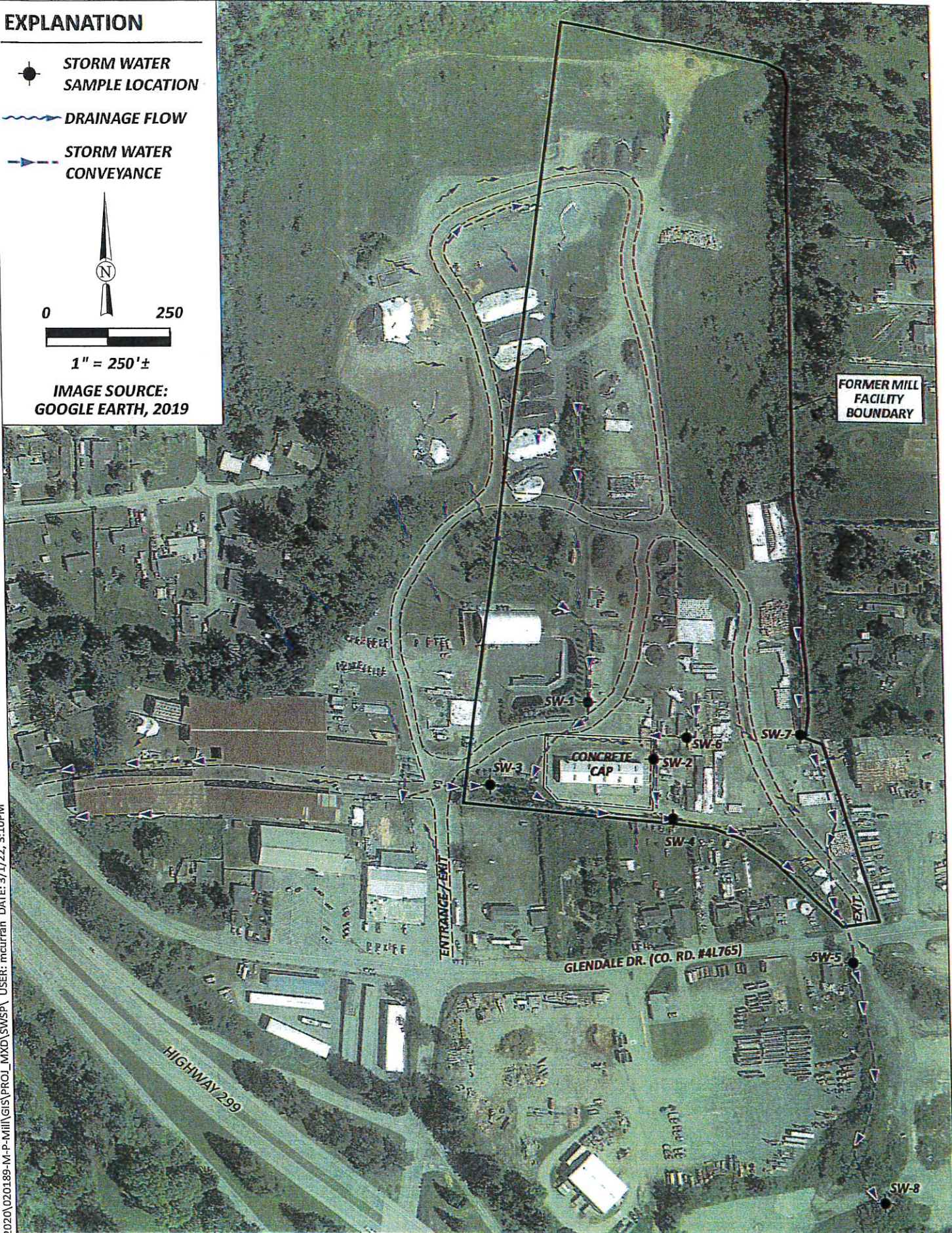
EXPLANATION

-  STORM WATER SAMPLE LOCATION
-  DRAINAGE FLOW
-  STORM WATER CONVEYANCE



1" = 250' ±

IMAGE SOURCE:
GOOGLE EARTH, 2019



FORMER MILL FACILITY BOUNDARY

s:\ka\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

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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-tetrachlorobenzeno-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

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**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, 2019

ⁱ 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.

Table 3-1					
Historical Storm Water Sample Results					
Former McNamara and Peepe Lumber Mill, Arcata, California					
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	<0.714	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	<1.36	1.73 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	<0.618	0.262 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	<0.597	0.255 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	<0.466	0.483 J	<0.30	<1.0
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	0.805	6.10 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-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	<0.799	1.66 J	<0.30	<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 reporting limit

^g J: estimated value

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

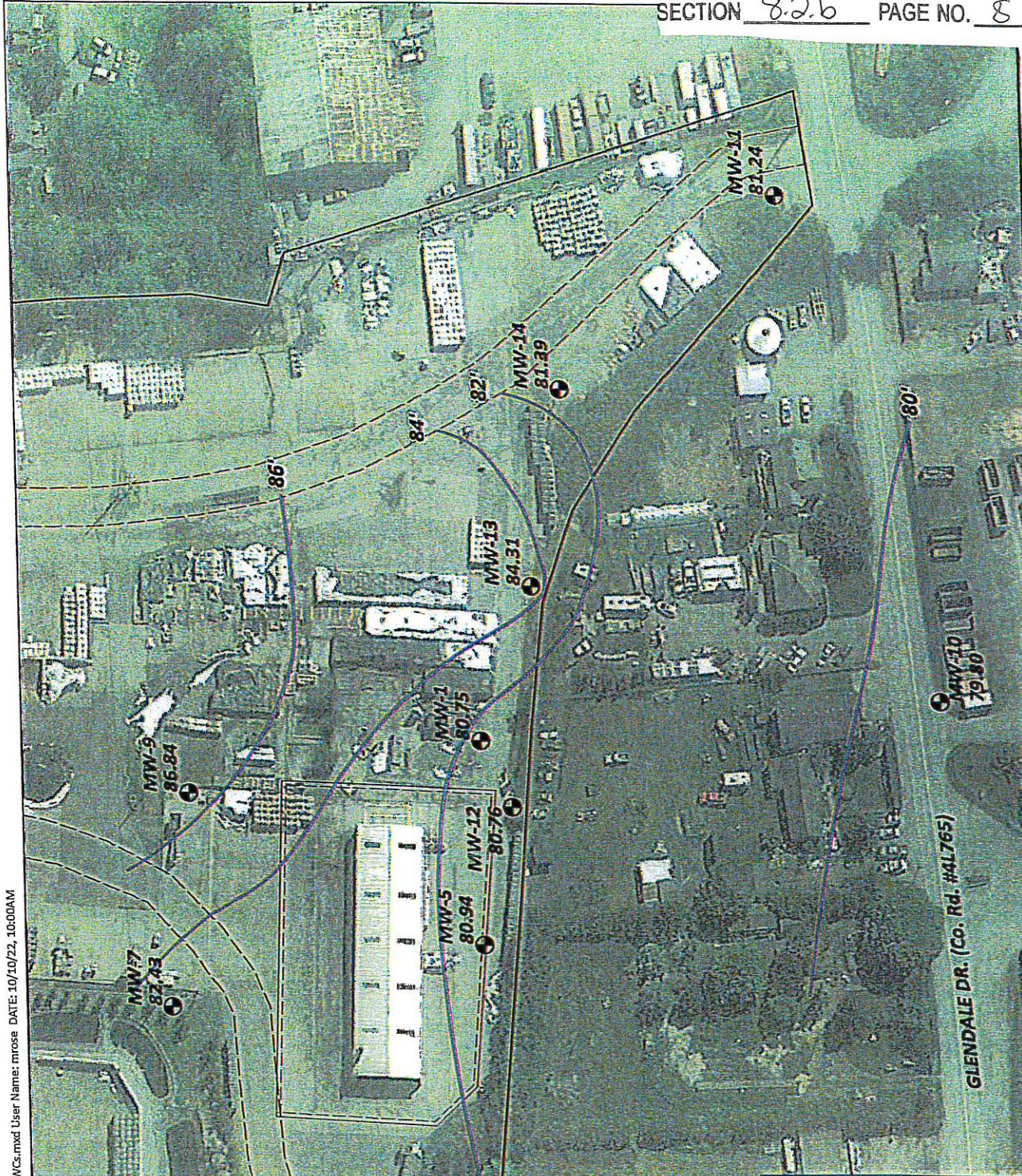
ⁱ MCL: maximum contaminant level, State Water Resources Control Board, March 13, 2019

^j NR: no reference

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



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EXPLANATION

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

0 100
1" = 100'

Groundwater Elevation Contours
August 23, 2022
SHN 020189.030

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



Figure 3

EXPLANATION

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

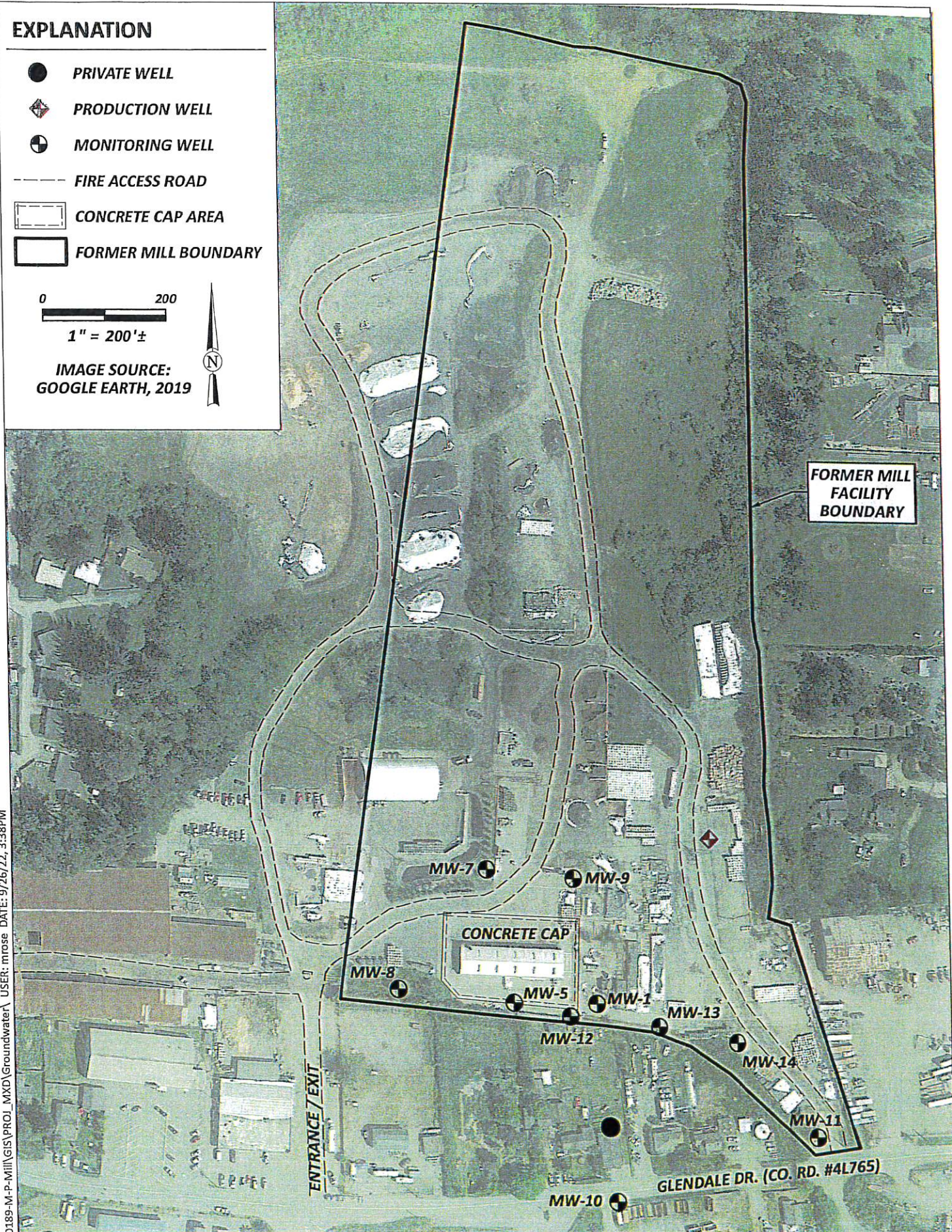


1" = 200'±

IMAGE SOURCE:
GOOGLE EARTH, 2019



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



**FORMER MILL
FACILITY
BOUNDARY**

MW-7

MW-9

CONCRETE CAP

MW-8

MW-5

MW-1

MW-13

MW-12

MW-14

MW-11

MW-10

GLENDALE DR. (CO. RD. #4L765)

ENTRANCE/EXIT

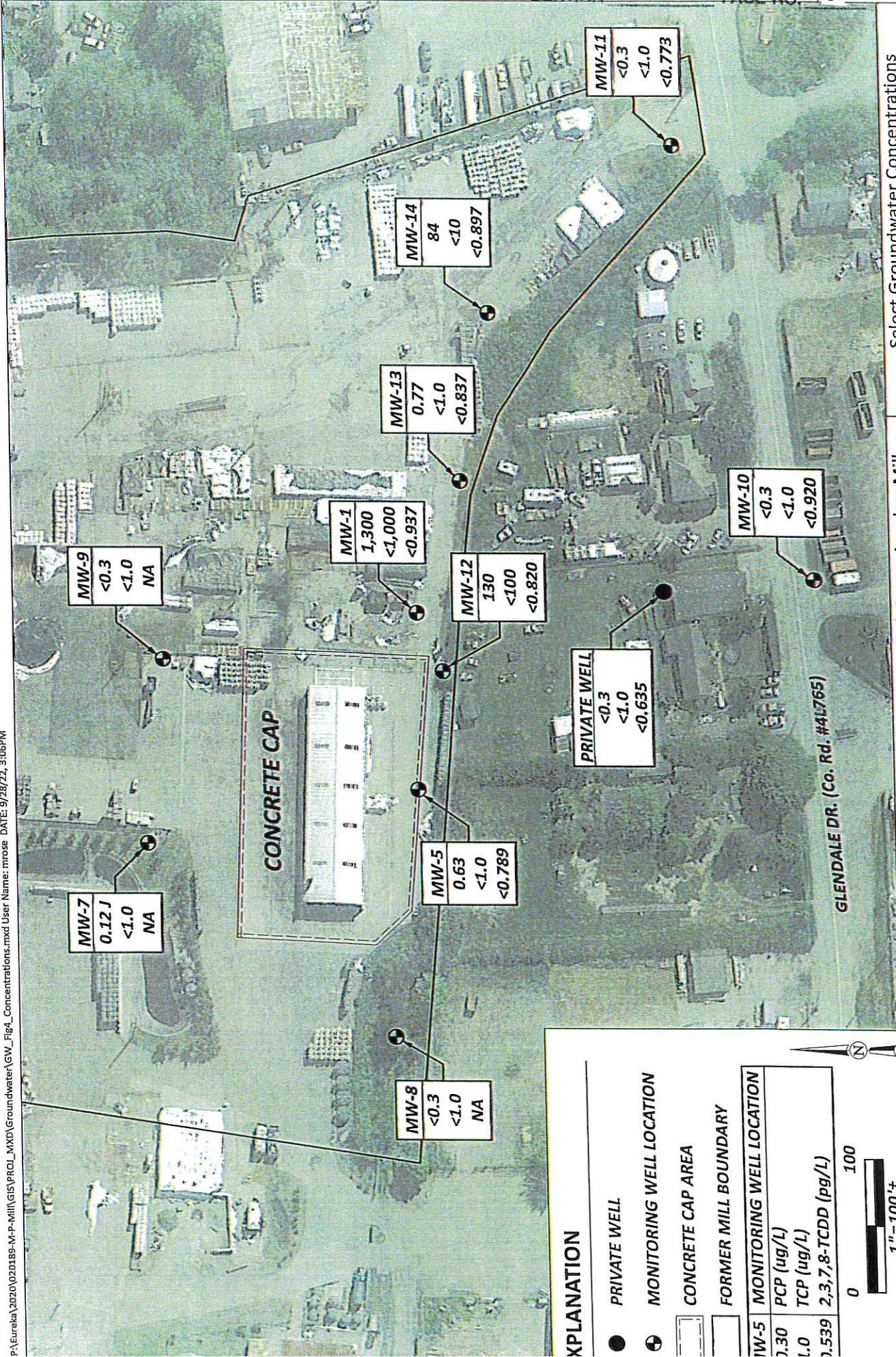


Former McNamara & Peepe Lumber Mill
Groundwater Monitoring
1619 Glendale Drive, Arcata, California

Site Plan

SHN 020189.030

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EXPLANATION

- PRIVATE WELL
 - ⊕ MONITORING WELL LOCATION
 - ▭ CONCRETE CAP AREA
 - ▭ FORMER MILL BOUNDARY
- | MW-5 | MONITORING WELL LOCATION |
|-------|--------------------------|
| 2.30 | PCP (ug/L) |
| 1.0 | TCP (ug/L) |
| 2.539 | 2,3,7,8-TCDD (pg/L) |



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

**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.

^k 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.



**NEW
BUSINESS**

Humboldt Bay Municipal Water District

To: Board of Directors

From: John Friedenbach

Date: April 11, 2024

Subject: Request by City of Arcata for Compensation Agreement

Discussion

The City of Arcata has requested a Community Development Agency Successor Compensation Agreement. See attached letter dated August 31, 2022 from David Loya their Community Development Director.

At our September 8, 2022 Board meeting Mr. Loya made a presentation to our board regarding this request. Attached for your reference is a copy of that board meeting's minutes regarding this topic's discussion. The board decided to table action pending responses by other taxing entities regarding this proposal.

The City's Compensation Agreement Terms Sheet has been modified from the original terms sheet presented in 2022. See attached red line version 2. According to City staff: *"It reflects the new ERAF distribution. You will also see that the tax share percentages are slightly different than v1. This is because original calculations averaged the tax rate across the whole Redevelopment Agency project area and this version uses the tax rate for the individual properties, which is what will most likely be used. Ultimately, the shares of the Taxing Entities will be determined by the County Auditor-Controller."*

The City of Arcata has presented its proposal to other taxing entities. Arcata staff will discuss those results further. They have stated that the following entities have agreed or are in the process:

- 1) Staff at: County of Humboldt;
- 2) Staff from the Humboldt County of Education and four K-12 public schools have expressed conditional support, pending final confirmation from their financial consultants;
- 3) Board approval from: Humboldt Bay Harbor District, College of the Redwoods, Arcata Fire District, North Humboldt Rec & Park District.

HBMWD staff has identified some issues that the board may want to address for any compensation agreement. First, under HBMWD's Ordinance 16, real property tax

revenues are currently classified as "Price Factor 2" credits and distributed directly to our wholesale customers. We may want to have a discussion with them about the proposal by the City of Arcata.

Second, HBMWD's domestic and industrial water transmission lines are located within or adjacent to the Happy Valley property. Detailed negotiations may need to be required to ensure that development does not encroach into our recorded easements similar to the situation we experienced with the development at the Axel property located within the West End Road area. Finally, regarding the capabilities of our industrial water system for the District's Water Resource Planning efforts under the Transport Option, staff identified the Happy Valley property as a potential site for an industrial water system clarifier facility. The board may wish to evaluate an option to be the sole purchaser of this property.

Recommendation

1. If the Board desires to negotiate the terms of the proposed Compensation Agreement, the Board can either:

A) authorize the General Manager to negotiate the best terms or;

B) the Board can appoint an ad hoc committee of directors to do so.

In either case, the negotiated proposal would come back to the Board at a later date (most likely May or June) in open session.

2. If the Board is agreeable to the terms as proposed, then the Board can accept the agreement. [Not recommended by staff without existing easement restrictions being formalized with the City of Arcata via a recorded agreement and/or survey.]

3. If the Board would like to discuss price and terms of payment to acquire the Happy Valley property as part of our Water Resource Planning efforts, that item should be discussed in closed session. Prior to the closed session, the Board would need to include an open session item in which the property is identified by APN and real property negotiator(s) is/are selected. The closed session item would also include the APN so the City would know that the Board is considering making an offer.

City of Arcata
Redevelopment Agency Dissolution
Compensation Agreement
Terms Sheet v2
March 11, 2024

Purpose. The purpose of this Agreement is to address the allocation of certain prospective revenues among the Taxing Entities that share in the property tax base ("Tax Base") for property located within any of the City of Arcata redevelopment project area (the "Project Area") formerly administered by the Arcata Community Development Agency ("Redevelopment Agency").

Properties to be Retained for Development. The Long-Range Property Management Plan provides that pursuant to Health & Safety Code §34191.5(c)(2), two properties formerly owned by the Successor Agency will be transferred to the City for disposition consistent with the Implementation Plan, Economic Development Strategic Plan, General Plan, and Coastal Land Use Element, Land Use Code, and Coastal Zoning Ordinance.

Compensation.

1. The property value is agreed by the Parties to be:

Happy Valley	\$ 562,000
Little Lake	<u>200,000</u>
Total	\$ 762,000

2. The Taxing Entities will receive a share of the agreed value equal to each Taxing Entity's share of ~~the tax rate area of the individual properties the Tax Base~~ (Attachment A).
3. Educational Revenue Augmentation Fund (ERAF) will be allocated among school districts and county office of education if and to the extent the Auditor-Controller determines that ERAF is entitled to a distribution of compensation. ~~is not a Taxing Entity and is excluded from the Agreement.~~
4. City will make payment within 90 days of entering the agreement.

Compensation Investment.

5. The Parties Agree to receive 33% of value in immediate compensation (Attachment B).
6. The difference between full market value and Taxing Entities' compensation must be invested in redeveloping the properties, increasing the Tax Base value, the benefit of which will flow to the Taxing Entities as property tax revenue.
7. City agrees to invest the balance in redeveloping the Development Properties within two years of date of agreement.
8. City agrees to invest 100% of its share into redeveloping the Development Properties.

Attachment A

Little Lake ERAF Estimated Distribution Detail

Agency	Little Lake Tax Share	Little Lake Pre-ERAF Distribution	Little Lake ERAF Distribution	Little Lake Total Distribution
City of Arcata	10.65%	\$ 21,305	\$ -	\$ 21,305
Janes Creek Storm Drainage	0.00%	\$ -	\$ -	\$ -
Arcata Elementry (School District)	22.28%	\$ 44,560	\$ 19,909	\$ 64,469
County of Humboldt	15.85%	\$ 31,709	\$ -	\$ 31,709
Northern Humboldt Unified School District	14.01%	\$ 28,017	\$ 12,518	\$ 40,535
Pacific Union Elementary	0.00%	\$ -	\$ -	\$ -
Redwoods Jr. College	6.04%	\$ 12,088	\$ 5,401	\$ 17,488
Arcata Fire District	5.77%	\$ 11,536	\$ -	\$ 11,536
County Library	1.75%	\$ 3,496	\$ -	\$ 3,496
County School Service	1.37%	\$ 2,739	\$ 1,224	\$ 3,962
Humboldt Bay Municipal Water	1.09%	\$ 2,178	\$ -	\$ 2,178
North Humboldt Rec & Park District	0.94%	\$ 1,872	\$ -	\$ 1,872
H Bay Harbor Rec & Conservation	0.72%	\$ 1,450	\$ -	\$ 1,450
Educational Revenue Augmentation Funds (ERAF)	19.53%	\$ 39,050		
Total	100.00%	\$ 200,000	\$ 39,050	\$ 200,000

Happy Valley ERAF Estimated Distribution Detail

Agency	Happy Valley Tax Share	Happy Valley Pre-ERAF Distribution	Happy Valley ERAF Distribution	Happy Valley Total Distribution
City of Arcata	11.12%	\$ 62,475	\$ -	\$ 62,475
Janes Creek Storm Drainage	0.43%	\$ 2,402	\$ -	\$ 2,402
Arcata Elementry (School District)	0.00%	\$ -	\$ -	\$ -
County of Humboldt	16.54%	\$ 92,982	\$ 4,034	\$ 97,015
Northern Humboldt Unified School District	14.62%	\$ 82,158	\$ 41,262	\$ 123,420
Pacific Union Elementary	18.38%	\$ 103,315	\$ 51,888	\$ 155,202
Redwoods Jr. College	6.31%	\$ 35,445	\$ 17,801	\$ 53,246
Arcata Fire District	6.02%	\$ 33,828	\$ -	\$ 33,828
County Library	1.82%	\$ 10,253	\$ -	\$ 10,253
County School Service	1.43%	\$ 8,032	\$ -	\$ 8,032
Humboldt Bay Municipal Water	1.14%	\$ 6,386	\$ -	\$ 6,386
North Humboldt Rec & Park District	0.98%	\$ 5,489	\$ -	\$ 5,489
H Bay Harbor Rec & Conservation	0.76%	\$ 4,252	\$ -	\$ 4,252
Educational Revenue Augmentation Funds (ERAF)	20.46%	\$ 114,985		
Total	100.00%	\$ 562,000	\$ 114,985	\$ 562,000

Attachment BPayout and Investment for Combined Properties

Agency	Total Distribution	33% Immediate Payout	67% Redevelopment Investment
City of Arcata	\$ 83,780	\$ 27,924	\$ 56,778
Janes Creek Storm Drainage	\$ 2,402	\$ 801	\$ 1,628
Arcata Elementry (School District)	\$ 64,469	\$ 21,487	\$ 43,691
County of Humboldt	\$ 128,724	\$ 42,904	\$ 87,237
Northern Humboldt Unified School District	\$ 163,955	\$ 54,646	\$ 111,112
Pacific Union Elementary	\$ 155,202	\$ 51,729	\$ 105,181
Redwoods Jr. College	\$ 70,734	\$ 23,576	\$ 47,937
Arcata Fire District	\$ 45,363	\$ 15,120	\$ 30,743
County Library	\$ 13,750	\$ 4,583	\$ 9,318
County School Service	\$ 11,994	\$ 3,998	\$ 8,128
Humboldt Bay Municipal Water	\$ 8,564	\$ 2,854	\$ 5,804
North Humboldt Rec & Park District	\$ 7,361	\$ 2,454	\$ 4,989
H Bay Harbor Rec & Conservation	\$ 5,701	\$ 1,900	\$ 3,864
Educational Revenue Augmentation Funds (ERAF)			
Total	\$ 762,000	\$ 253,975	\$ 516,407

Original Terms with No ERAF (No Longer Valid)

Agency	Tax Share	Total Property Value	Taxing Entity Compensation	Redevelopment Investment
Combined Property Value		\$ 762,600		
County of Humboldt	14.68%	\$ 111,966	\$ 36,531	\$ 75,435
Arcata Elementry (School District)	14.70%	112,082	36,568	\$ 75,513
City of Arcata	7.90%	-	-	60,281
Northern Humboldt Unified School District	14.23%	108,487	35,396	\$ 73,091
Pacific Union Elementary	6.17%	47,074	15,359	\$ 31,715
Redwoods Jr. College	6.14%	46,807	15,271	\$ 31,535
Arcata Fire District	5.94%	45,306	14,782	\$ 30,525
County Library	1.66%	12,622	4,118	\$ 8,504
County School Service	1.39%	10,606	3,460	\$ 7,146
North Humboldt Rec & Park District	1.23%	9,403	3,068	\$ 6,335
Humboldt Bay Municipal Water	1.11%	8,432	2,751	\$ 5,681
H Bay Harbor Rec & Conservation	0.72%	5,504	1,796	\$ 3,708
Janes Creek Storm Drainage	0.06%	-	-	458
Jacoby Creek Elementary School	0.07%	512	167	\$ 345
Total		\$ 518,801	\$ 169,267	\$ 410,273



HUMBOLDT BAY MUNICIPAL WATER DISTRICT
828 7th Street, Eureka



Minutes for Meeting of Board of Directors
September 8, 2022

Instream Flow

Staff is working with GHD to incorporate changes as recommended by the District's water rights attorney. The information will be brought to the Board for review at the October meeting.

McNamara & Peene

President Woo recused herself, citing conflict of interest, and left the room. Royal Gold submitted a conditional use permit to the County. The County has not issued an official statement in response to our concerns and pulled the permit application from the Planning Commission meeting. Mr. Friedenbach was contacted by Steve Lazar of the Planning Department, who proposed a face-to-face meeting regarding comments. The meeting with Mr. Lazar is scheduled for September 20th. Director Fuller agreed to attend along with Mr. Friedenbach. Mr. Friedenbach is hopeful that an official response will be issued after the meeting with Mr. Lazar.

CLOSED SESSION – Conference with Legal Counsel – Anticipated Litigation: Initiation of litigation pursuant to paragraph (4) of subdivision (d) of § 54956.9 (DTSC)

President Woo recused herself due to a conflict of interest and left the room. No public comment was received prior to entering the closed session. Closed session lasted from 3:15 to 3:22. The Board returned to open session and Vice-President Latt reported the Board directed staff to send a letter to the U.S. EPA requesting U.S. EPA action to address uncontrolled offsite migration of Cloxin toward our public domestic use source water.

I. NEW BUSINESS

City of Arcata; Redevelopment Agency Dissolution Property Compensation Agreement

District staff previously met with David Loya and the City of Arcata staff for an introductory meeting regarding a proposed Property Compensation Agreement. Mr. Friedenbach introduced Mr. Loya who was present to discuss and answer questions regarding the compensation agreement which consists of forgoing property tax revenue related to the Happy Valley property. Before consideration of the compensation agreement that might forgo that revenue, Mr. Friedenbach suggested communicating with Municipal customers about the City of Arcata proposal before proceeding. Members of the Board expressed a desire to have Mr. Loya and his department confer more directly and clearly in future communications regarding potential impacts to HBMWD infrastructure by any proposed development within the City of Arcata.

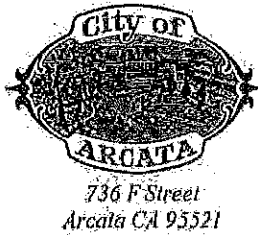
Staff identified the District's transmission lines located within or adjacent to the Happy Valley property, off West End Road. Detailed negotiations may be required to ensure that development does not encroach into our recorded easements, similar to the District's experience with the Axel property. Mr. Friedenbach also identified a potential opportunity for the Happy Valley property. District staff had preliminary discussions with Nordic Aquafarms regarding the capabilities of our industrial water system and the need for clarifiers. If this entire property were purchased by the District, it could be the future site for clarifiers.

The Board agreed to table this discussion until further research is conducted and Mr. Loya agreed to return to speak with the Board after he had spoken with other tax entities regarding their acceptance of a similar Property Compensation Agreement.

I. REPORTS (from Staff)

1. Engineering

12kV Switchgear Relocation (\$858,332 District match)



City Manager
707-822-5953

Community Development
707-822-5955

Environmental Services
Streets/Utilities
707-822-5957

Police
707-822-2428

Finance
707-822-5951

Environmental Services
Community Services
707-822-8184

Recreation
707-822-7091

Transportation
707-822-3775

Building & Engineering
707-825-2128

August 31, 2022

John Friedenbach
General Manager
HBMWD
828 Seventh Street
Eureka, CA 95501

RE: City of Arcata Community Development Agency Successor Compensation Agreement

Dear Mr. Friedenbach,

I am writing to discuss the terms of the Compensation Agreement (Agreement) that the City of Arcata Community Development Agency Successor Agency must enter with the Humboldt Bay Municipal Water District (HBMWD). I have been appointed by the City Council to negotiate the terms of the Agreement. To this end, I am seeking an audience with your Board to initiate the process of entering the Agreement. I have provided a starting point for the negotiations in the attached Terms Sheet (Attachment A).

Redevelopment Agencies were dissolved in 2012 by AB 1X 26 and AB 1484. Among other requirements, the legislation required Agencies to sell or otherwise transfer all real property. It also provided Successor Agencies the authority to establish the disposition process in a state-approved Long Range Property Management Plan (Plan). The City's Successor Agency elected to retain the two former Agency properties and enter Compensation Agreements with the affected Taxing Entities. The approved Plan (Attachment B) outlines this process in more detail.

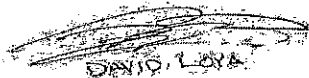
The purpose of the Agreement is to provide the affected Taxing Entities monetary compensation for former Agency properties. The intent of the legislation was to liquidate assets and transfer the funds to the Taxing Entities. Specifically, the legislation states that through Compensation Agreements, affected entities receive a proportional share of the agreed value for the retained properties (based on each entities' tax share).

The City of Arcata's proposal for the Agreement Terms is based on our record of successful redevelopment. The City is asking that the agreed value be based on the Plan values with deductions for holding costs on the Little Lake property. The Compensation will then be paid out in a one-time disbursement of 33% of that value. The 67% balance, and 100% of the City's share, will be invested into the properties' redevelopment. This will result in higher tax bases for the redeveloped properties, which will generate higher revenues for the Taxing Entities over time.

The City anticipates that the full return in increased value will take 7-10 years. Thereafter, the properties will generate significantly higher tax revenues than they would if left undeveloped. Current annual property tax revenue for the two properties is approximately \$6,000. The fully redeveloped annual property tax revenue is expected to be greater than \$225,000. The City's proposal is to leverage each Taxing Entity's share of the Compensation Agreement to increase the value of the lands, thereby increasing each Entity's total tax revenue.

Thank you for your time and effort in bringing this matter to your Board. I look forward to working with you and your decision makers to finalize this Agreement.

Sincerely,

A handwritten signature in dark ink, appearing to read "DAVID LOYA". The signature is somewhat stylized and scribbled.

David Loya
Community Development Director

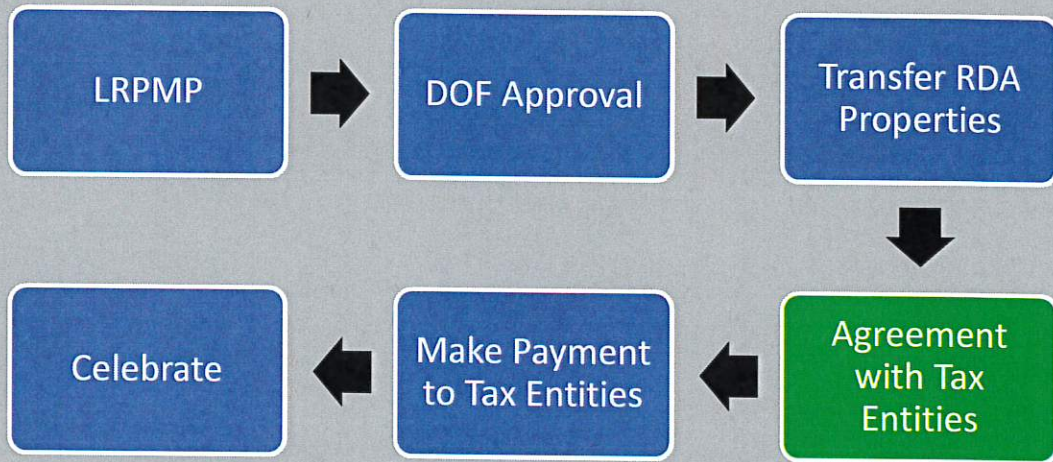
Redevelopment Agency Dissolution Property Compensation Agreements

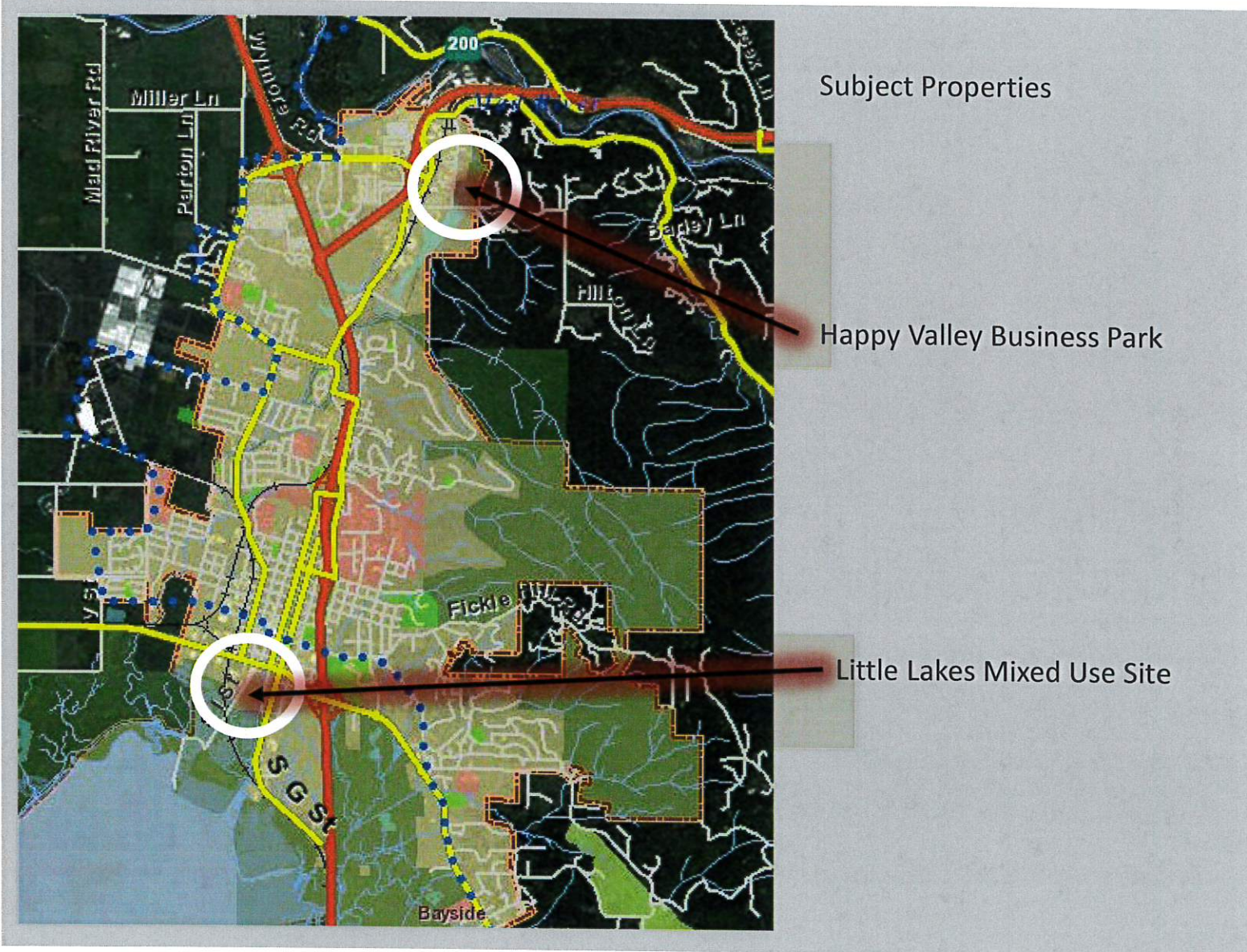
Happy Valley and Little Lakes

David Loya
Community Development Director
City of Arcata
dloya@cityofarcata.org

Dejo Freitas
Senior Planner
City of Arcata
dfreitas@cityofarcata.org

Retire Property Obligations





Subject Properties

Happy Valley Business Park

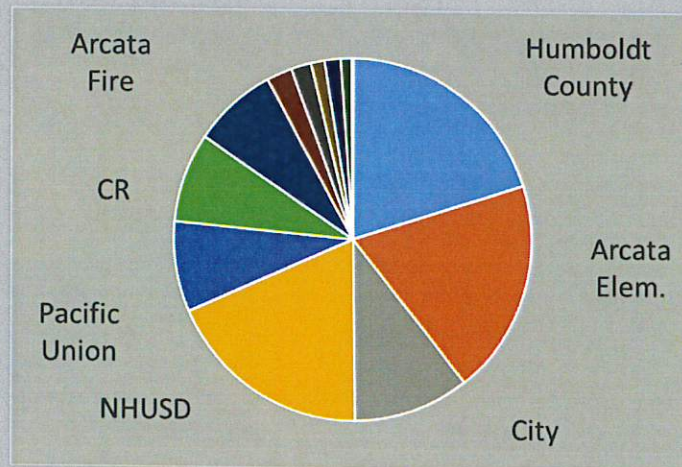
Little Lakes Mixed Use Site

Compensation Agreement

Affected Tax Entities get

- Proportional Share of
- **Agreed Value**
- Based on Entities' Tax Share

Share of Allocation = Property Tax Allocation



Compensation Agreement Key Terms

- Happy Valley value \$563,000
- Little Lake value \$200,000
- 1X Compensation at 33% of value now
- Invest remainder in redevelopment
- City to invest 100% of share into redevelopment
- Anticipate cumulative redeveloped tax revenue to replace 67% share in 7 years

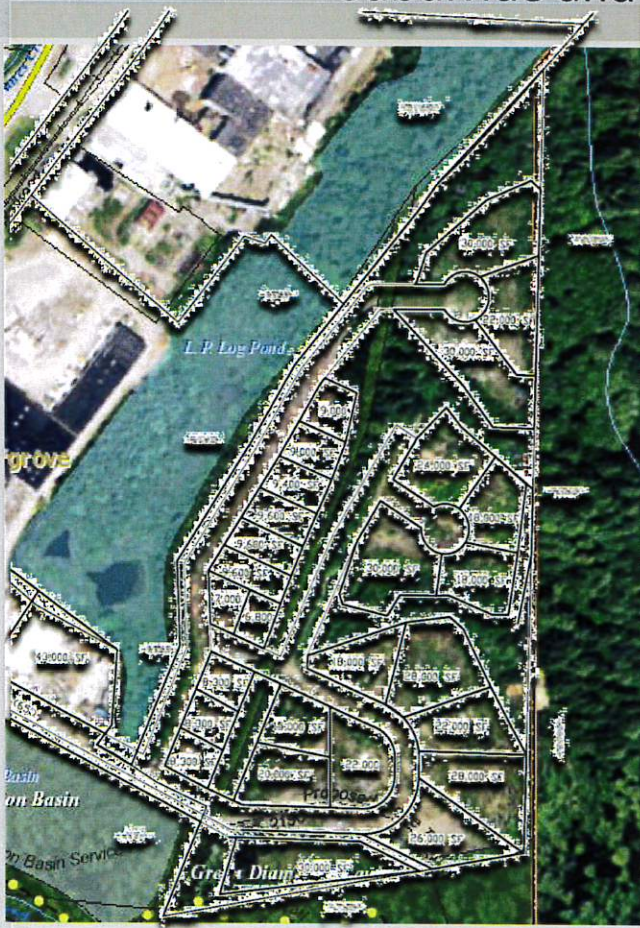
Possible Outcomes

One project per site over next 10 years

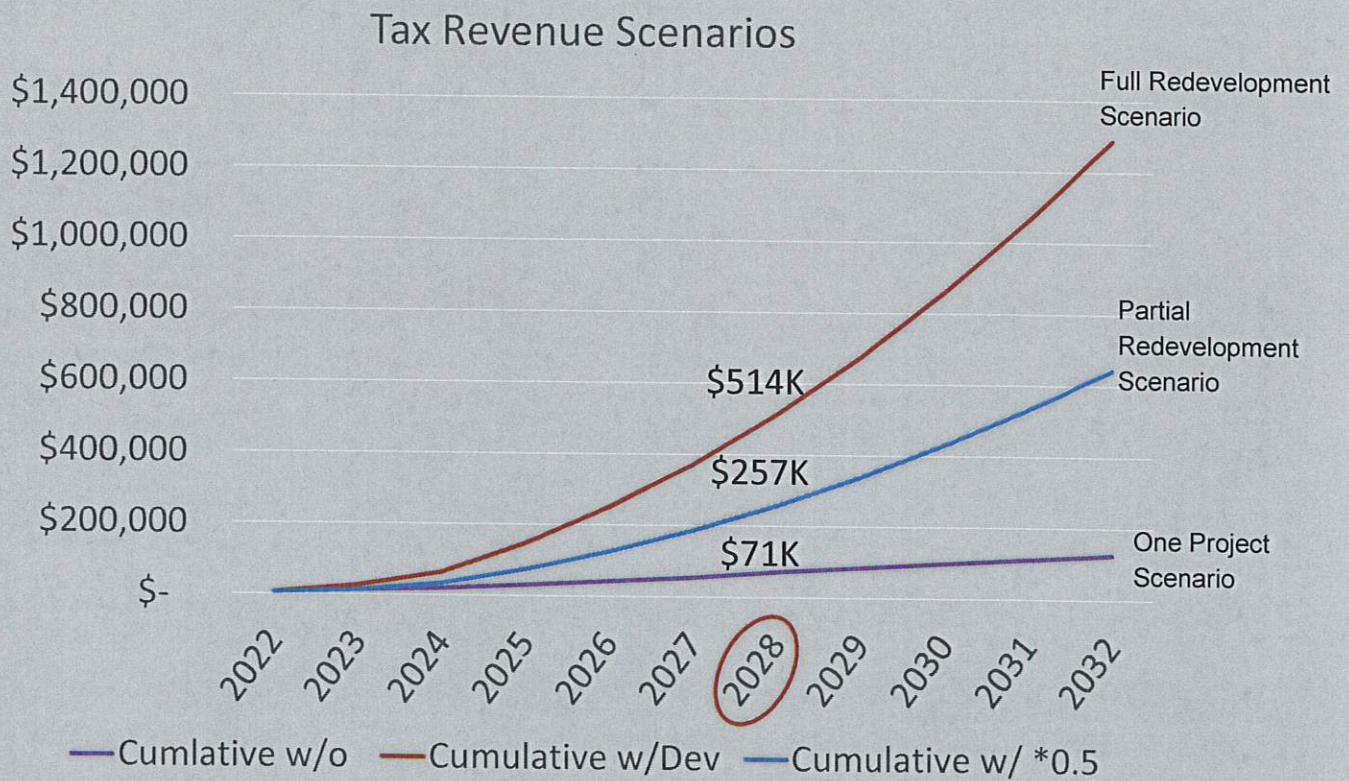


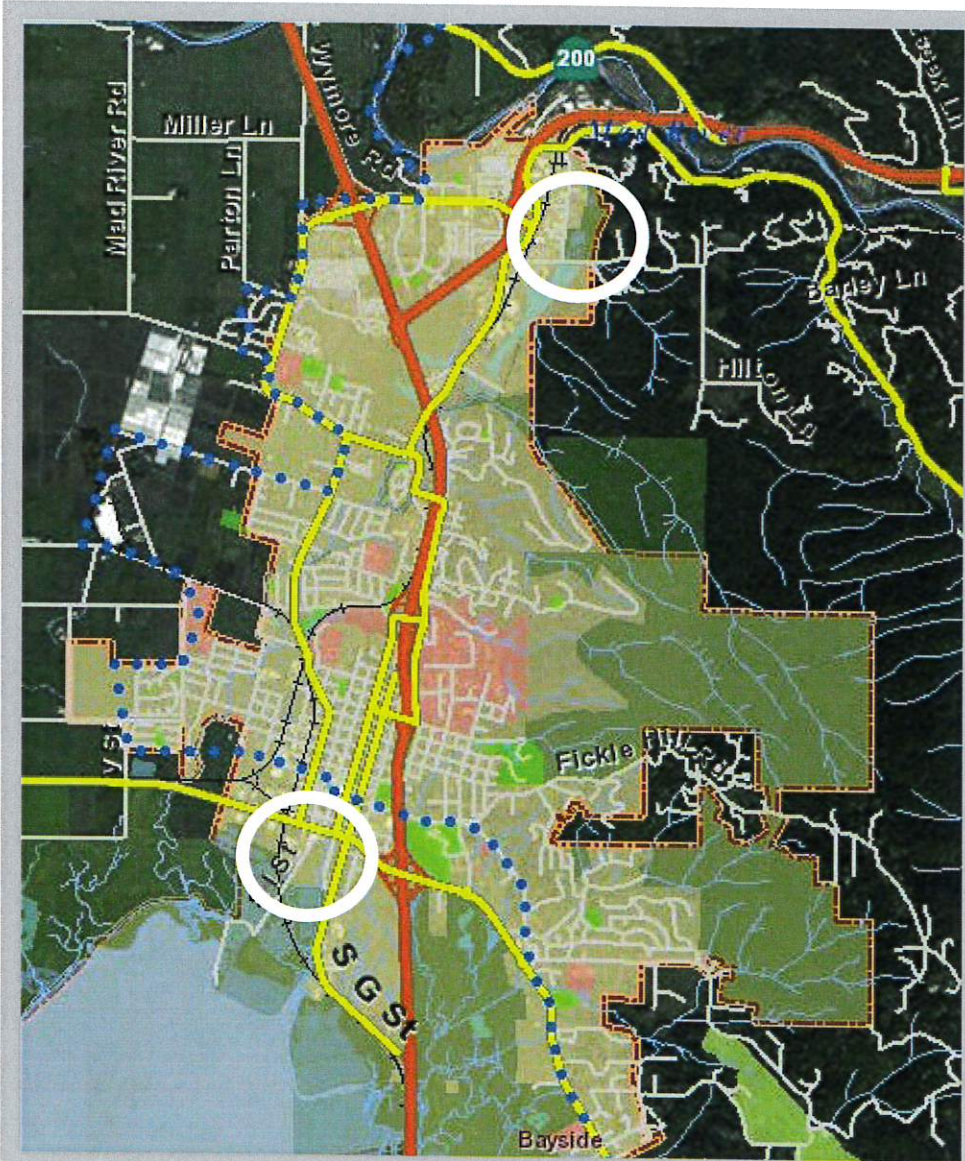
Possible Outcomes

Subdivide and Redevelop Both Sites



Possible Outcomes





Total 7-year Valuation

\$14.2M

Tax Revenue Annually @
year 7

\$142K

Tax Revenue Annually @ Full
Redevelopment

\$240K

Undeveloped Annual Tax
Revenue

<\$10K

Agency Total Revenue

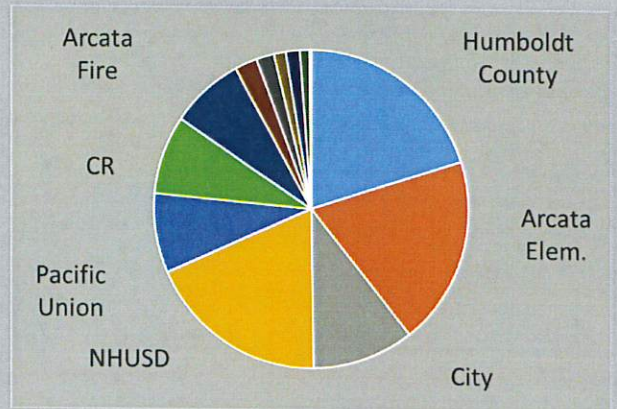
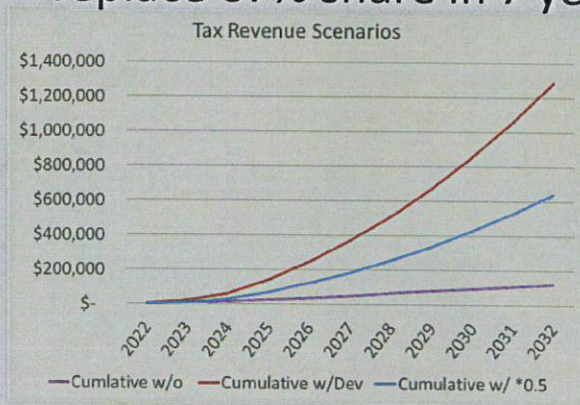
Agency	%	Total*	City Compensation Payment	Cumulative 7-year Tax Revenue Redeveloped
		\$762,600		
County	14.7	\$111,966	\$36,531	\$75,435
Arcata Elem.	14.7	112,082	36,568	75,513
No. Hum HS	14.2	108,487	35,396	73,091
Pac Union Elem.	6.2	47,074	15,359	31,715
CR	6.1	46,807	15,271	31,535
Arcata Fire	5.9	45,306	14,782	30,525
Library	1.7	12,622	4,118	8,504
School Service	1.4	10,606	3,460	7,146
No. Hum. Rec & Park	1.2	9,403	3,068	6,335
HBMWD	1.1	8,432	2,751	5,681
Harbor District	0.7	5,504	1,796	3,708
Jacoby Cr Elem.	0.1	512	167	345
	68%	\$518,801	\$169,267	\$349,534

*Arcata and related and ERAF Excluded

Compensation Agreement

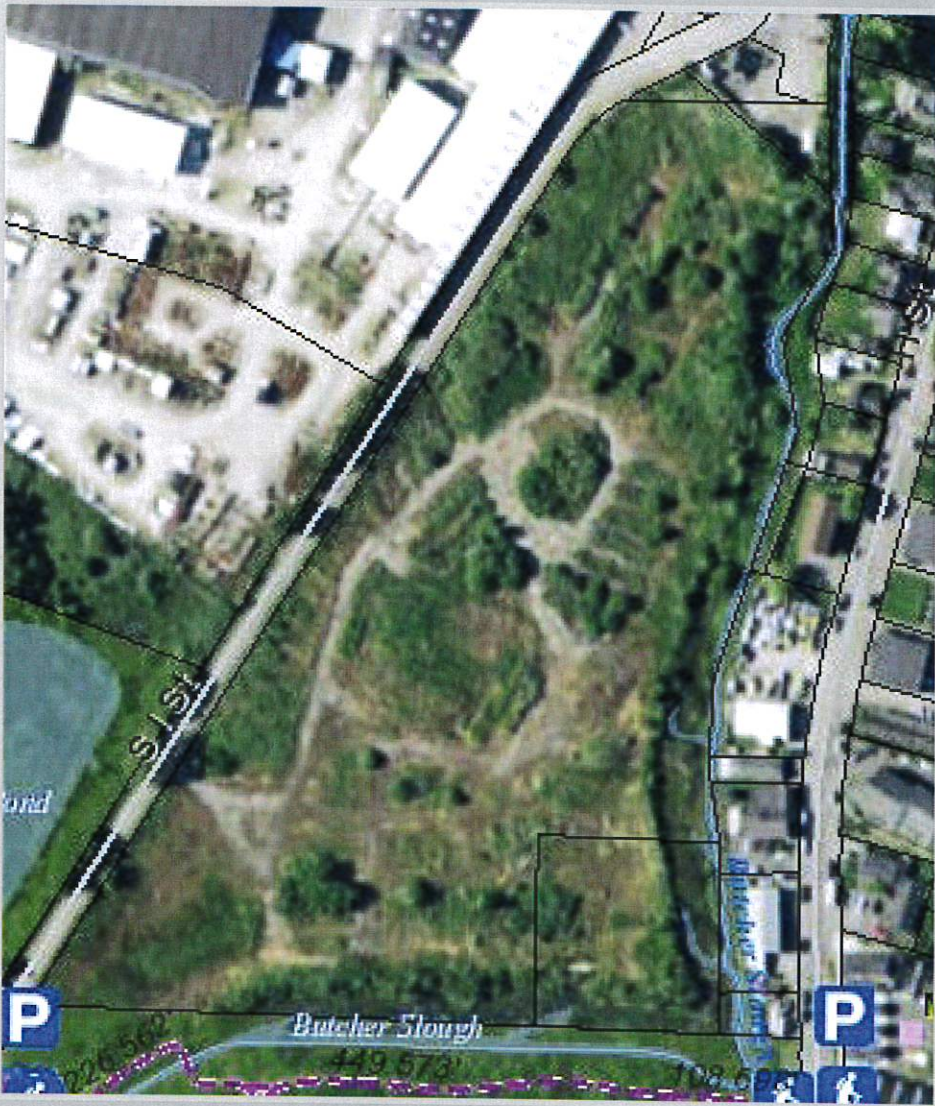
Key Terms

- Happy Valley value \$563,000
- Little Lake value \$200,000
- 1X Compensation at 33% of value now
- Invest remainder in redevelopment
- City to invest 100% of share into redevelopment
- Anticipate cumulative redeveloped tax revenue to replace 67% share in 7 years



Redevelopment Detail

Optional Slides



Little Lake

- Redevelop for mix purpose
- Brownfield Site – Dioxin
- Subdivide portion for industrial/office use

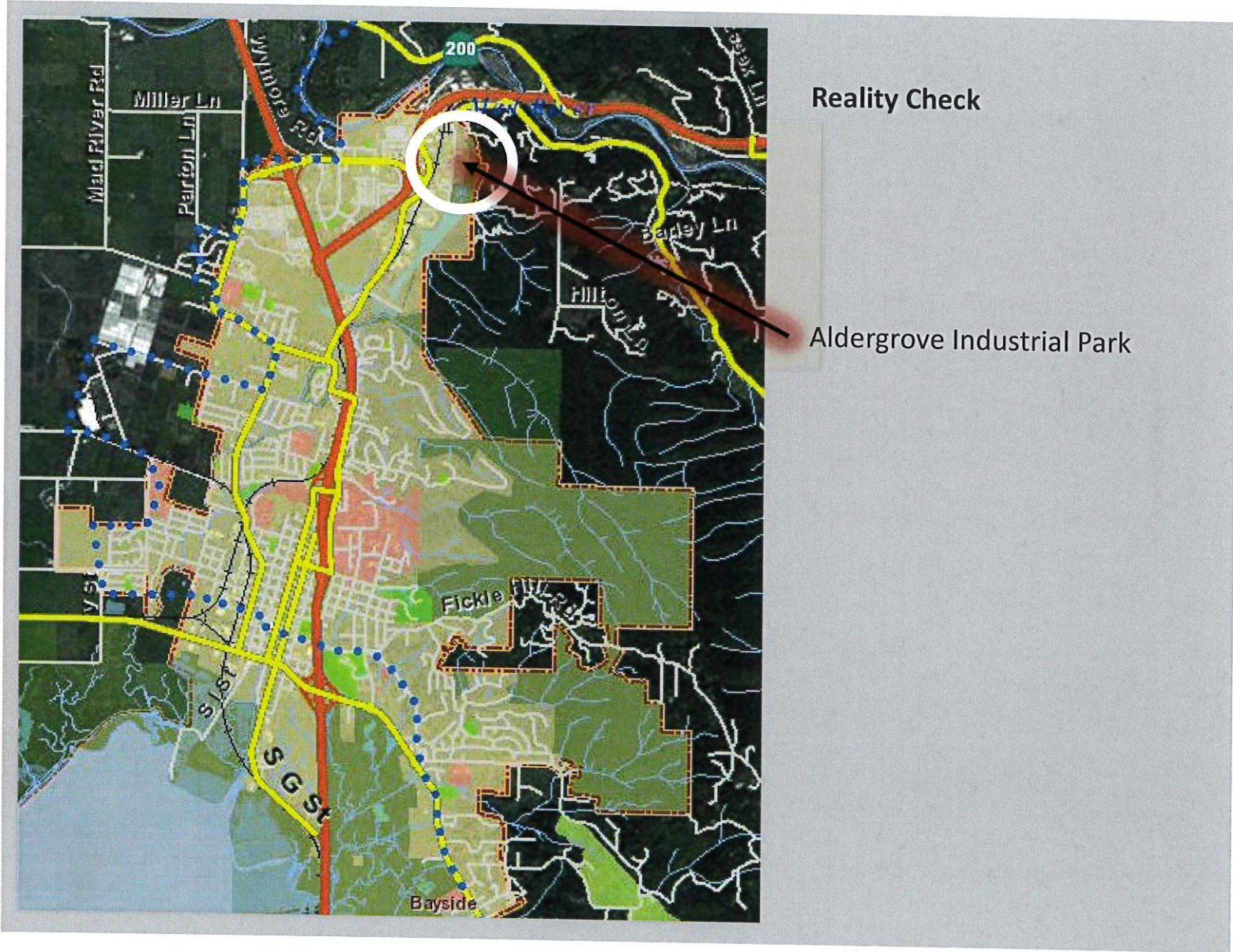
LRPMP Valuation \$499K

Estimated 7-yr
Redevelopment Value

\$2.7M

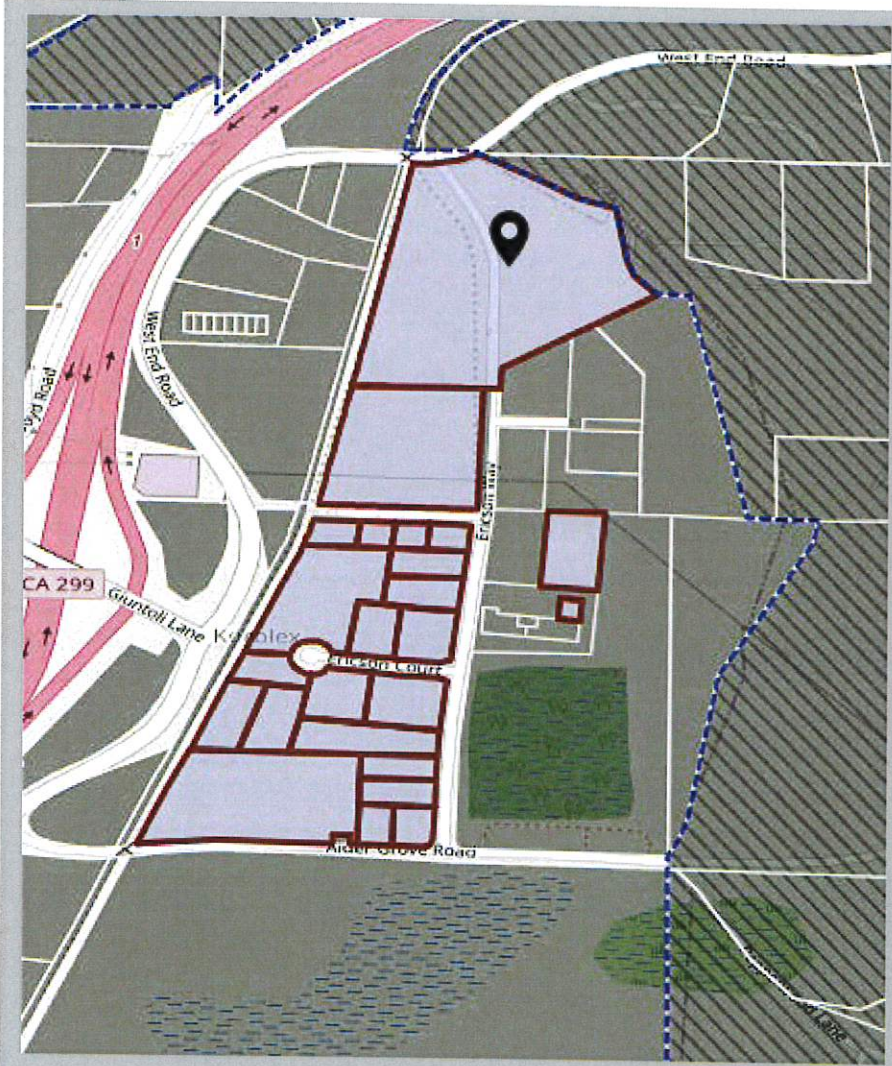
Developed





Reality Check

Aldergrove Industrial Park



Reality Check

Property Tax 2022

Aldergrove Industrial Park

Secured	\$ 19.3M
Unsecured	\$ 6.0M
Total	\$ 25.3M

Past Performance



RDA Purchase	\$700K
RDA Sale	\$1M
Current Value	\$2.3M

Sale	\$270K
Pre-project	\$424K
Post-project	\$2.8M

2002	\$118K
2003 OPA	\$403K
2008 BA Loan	\$1.0M

These three projects added \$5M to the tax rolls

Compensation Agreement

Who?

County of Humboldt General Tax District
Arcata Elementary School District
City of Arcata
Northern Humboldt Union High School
District
Pacific Union Elementary School
Redwoods Joint Junior College
Arcata Fire Protection District
Humboldt County Library
County School Service
North Humboldt Rec & Park
Humboldt Bay Municipal Water District
Humboldt Bay Harbor Rec & Cons
Jacoby Creek Elementary
Janes Creek Storm Drainage

Compensation Agreement

County of Humboldt

Arcata Elementary School District

~~City of Arcata~~

Northern Humboldt Union High School District

Pacific Union Elementary School

Redwoods Joint Junior College

Arcata Fire Protection District

Humboldt County Library

County School Service (?)

North Humboldt Rec & Park

Humboldt Bay Municipal Water District

Humboldt Bay Harbor Rec & Cons

Jacoby Creek Elementary

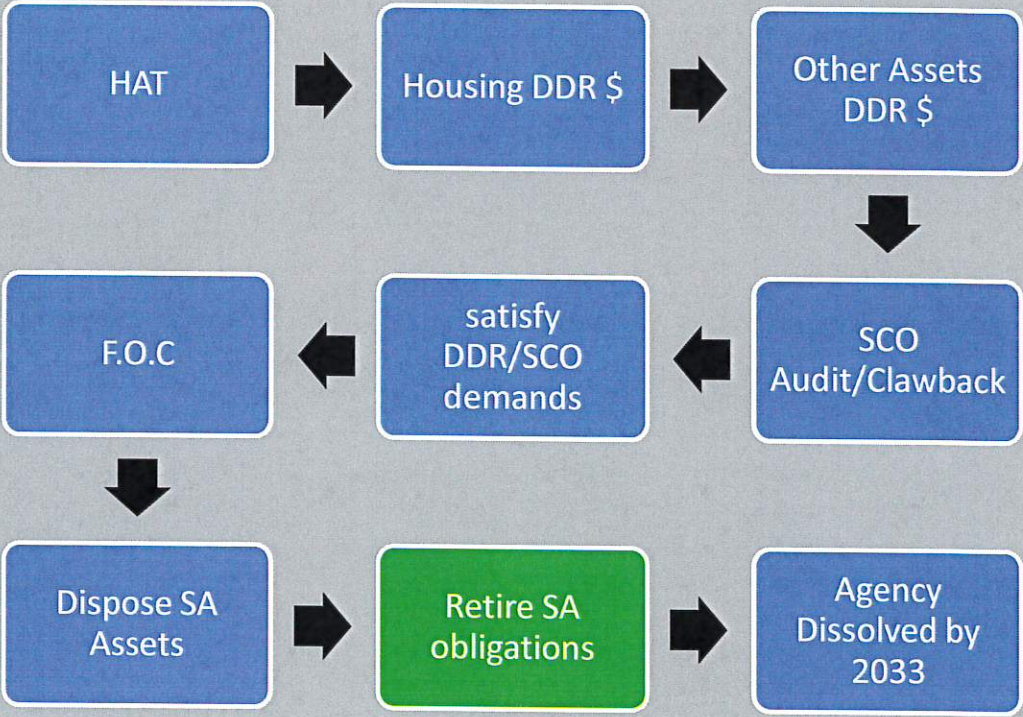
Janes Creek Storm Drainage

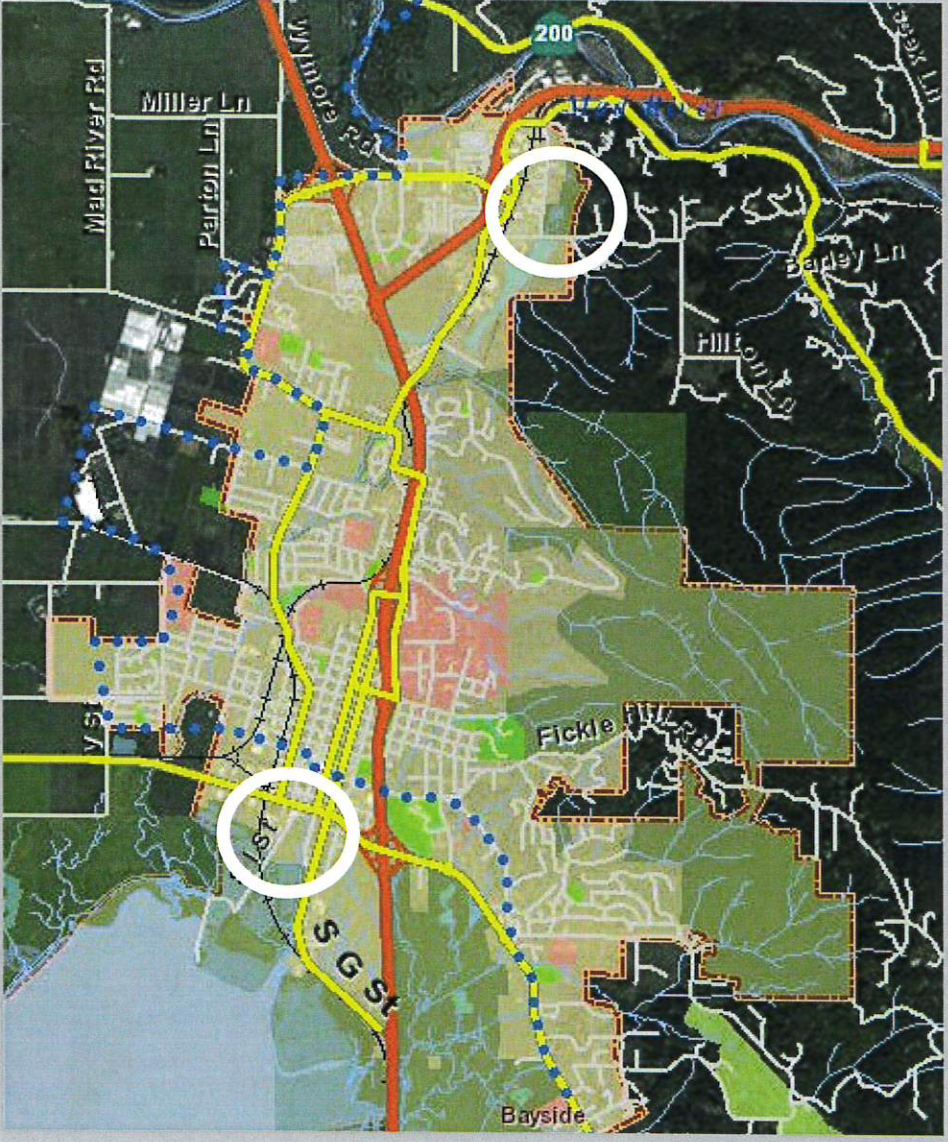
Wash



1X Bump

RDA Dissolution





Total 7-year Redeveloped Valuation

\$14.2M

Tax Revenue Annually

\$142,140

Enter
Compensation
Agreement



Celebrate

To: Board of Directors
From: John Friedenbach
Date: April 11, 2024
Subject: General Manager recruitment

Discussion

The Board requested a timeline and recruitment process for the General Manager (GM) recruitment. There are a few options on how to approach this, as well as some key actions to start the process, such as:

- Update the scope of duties and job description for the new GM: yes or no?
- Determine skills, abilities and qualities the Board would like for the new GM (see prior brochure sample)
- Establish a process and schedule for recruitment and selection

Depending on the process there are several options to begin the GM recruitment planning. Staff have the following questions:

- Staff would like to know if the Board would like to appoint a recruitment ad hoc committee for this process? If so, see attached sample GM hiring committee charter. Who does the Board appoint to the committee?
- Does the Board wish to advertise the job to:
 - only northern California?
 - the whole state?
 - Include adjoining states?
- For the last GM recruitment, a profession firm was hired. See Alliance Resource Consulting, LLC, documents attached for reference and the current Express Personnel brochure. Does the Board want to hire an outside consultant or not?

Recommendation

Staff would like the Board's direction on next steps.

Suggested time schedule

Date	Activity	Comment
4/11/2024	Choose recruitment method	Formal Board action
	Authorize advertisement	Formal Board action-if ad-hoc committee alternative is used
	Authorize contract with recruitment firm-if this alternative is approved	Formal Board action.
	Approve recruitment profile/manager qualifications- if ad-hoc committee approach was approved on 4/11/2024	Formal Board action.
	Last date to file application	
	Completion of application review and candidate interviews by ad-hoc committee	Special Board session may be desired to review semi-finalists
	Completion of final candidate interviews by entire Board	
	Negotiation of contract and announcement of new manager	Special Board session & news release
4/1/2025	New GM on Bord	May be sooner depending on commitments

**General manager
Humboldt Bay Municipal Water District (HBMWD)
Eureka CA**

Salary open, DOQ

HBMWD is a wholesale water agency serving treated water to seven wholesale customers and 200 retail customers. Total population served approximately 94,000. The District has 28 FTE, an operating 23/24 budget of about \$6.6 million; CIP of about \$1.2 million. The GM reports to an elected 5-person Board of directors. An ideal candidate would possess a BA/BS in relevant field and ten years of progressively responsible experience in a California public agency with substantial experience in supervision, finance, budgeting, public relations, and public works project management. Experience in an agency with drinking water filtration plant considered a plus. Call HBMWD at 707-443-5018 for recruitment profile and application package.

Humboldt Bay Municipal Water District**GENERAL MANAGER – M1****Position Description****GENERAL PURPOSE**

This is the chief executive office position responsible for carrying out the Board of Director's policies, directing District operations, controlling District expenditures, and overseeing all programs and activities of the District. May act as Secretary/Treasurer, and performs other duties as required.

ESSENTIAL FUNCTIONS AND DUTIES

- 1) Serves as Chief Executive Officer of the District.
- 2) Provides leadership and management including planning, goal setting, and evaluating District effectiveness.
- 3) Supervises, develops and evaluates the District Superintendent, Business Manager and Executive Assistant/Board Secretary.
- 4) Provides full charge and control over construction, maintenance and operation of the regional water system. Ensures compliance with water quality laws and regulations, and ensures sufficient water supply capability to meet customer demands.
- 5) Prepares, recommends for Board approval, and administers the District's annual budget including salaries, maintenance, and capital projects.
- 6) Directs and oversees development of a comprehensive Capital Improvement Plan. Advances high-priority projects and develops funding mechanisms to ensure the regional water system continues to reliably serve the community's needs.
- 7) Supports and plays a critical role in the District's Water Resource Planning process to secure new customers or uses for the District's available water supply.
- 8) Directs and oversees the District's aquatic Habitat Conservation Plan, and other efforts in the watershed involving the District.
- 9) Oversees the District's safety program. Ensures compliance with Federal, State, and local safety regulations. Develops and supports a strong safety culture in the organization.
- 10) Serves as the Dam Safety Coordinator pursuant to the District's Owner Dam Safety Program. Ensures compliance with Federal and State dam safety regulations. Develops and supports a strong and effective dam safety program.
- 11) Maintains full power and authority to employ and discharge employees and prescribe their duties. Develops and maintains the District's personnel system in accordance with Board-approved policies.
- 12) Maintains a close working relationship with the Board, Board committees, the District's legal counsel, auditor, and other consultants who advise the Board.
- 13) Prepares monthly Board meeting agendas and packets including well-developed and written staff reports.
- 14) Serves as liaison representing the District to the general public, the District's wholesale municipal customers, regulatory agencies, the media, and civic or community organizations.
- 15) Participates in the negotiation of water sale contracts and administers the contracts once implemented.

- 16) Provides legislative review and advocacy on Federal, State, or local issues affecting District operations.
- 17) Performs the duties of District Secretary/Treasurer as required.

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES

- 1) Excellent written and oral communication skills, as well as ability to make effective and persuasive presentations.
- 2) Principles and practices of management and public administration.
- 3) Principles and practices of planning, analyzing, and developing sound business recommendations.
- 4) Principles and practices of financial planning, budgeting, expenditure control, and reporting.
- 5) Principles of supervision and personnel management, including public sector employment law.
- 6) Basic knowledge of engineering and construction principles applicable to the planning, design, and construction of District facilities.
- 7) Contract development and administration.
- 8) Safety regulations and programs.
- 9) Principles and practices of water utility cost-of-service and ratemaking.
- 10) General understanding of the following:
 - a. Laws, regulations and processes governing special districts;
 - b. Safe Drinking Water laws, regulations and practices governing water quality, treatment and distribution;
- 11) Federal and state regulations and practices governing the safety of a high-hazard dam and hydro-electric power plant;
 - a. Federal and state environmental regulations and permit processes for river operations;
 - b. State law and practices governing water rights;
- 12) Computer operation and standard applications software.
- 13) Public, media, and staff relations.

REQUIRED TRAINING AND EXPERIENCE:

Any combination of training and experience that provides the required knowledge and abilities is qualifying. A typical way to obtain the requisite knowledge and abilities would be:

- i. Bachelors Degree from an accredited university or college with a major in Business Administration, Public Administration, Engineering, Water Resources, or closely related field.
- ii. Ten-to-fifteen years of increasingly responsible and broad experience in engineering, administration, or management in a private or public agency. Strong preference for experience in utility or water resources fields. Background should include experience working with elected Board or Commission, and responsibility for planning, development and implementation of programs, budgets, and operations.

SPECIAL REQUIREMENTS

- i. Must possess a valid California Driver's license, and must maintain a driving record acceptable to the District and its insurance carrier. Compliance with this requirement is a condition of continuing employment.
- ii. Must qualify for fiduciary bonding.
- iii. Must be able to occasionally work evenings and weekends. Must be available to work following an emergency that affects the District's operations.
- iv. Must be able to serve as the District's Dam Safety Coordinator pursuant to the FERC's Owner Dam Safety Program regulatory requirements.

ESSENTIAL PHYSICAL ABILITIES

Individuals selected for appointment to this position must pass a pre-employment medical examination which the District pays for. Because this position **is** considered "safety sensitive" in nature, the person selected for appointment to this position must pass a pre-employment drug screening which the District also pays for. The medical examination and drug screening are intended to evaluate the applicant's ability to meet the physical and health requirements for this classification.

A person employed in this position must be able to:

- i. Operate a motor vehicle;
- ii. Operate a variety of office equipment (computer, copy machine, fax, etc.);
- iii. Understand and carry out oral and written directions;
- iv. Communicate well with others, verbally and in writing;
- v. Work cooperatively and get along well with the Board, District staff, customers and the public;
- vi. Sit for extended periods of time;
- vii. Perform minor physical activities which involve bending, lifting and reaching.

HBMWD Committees:

- GM Hiring Committee- This is an ad-hoc committee to assist in the recruitment process for a new general manager given that Mr. Friedenbach will be retiring. The committee is composed of two Board members, appointed by the President. (With the consent of the majority of the Board). Directors _____, and _____ are on the committee.

Executive Recruitment Search

GENERAL MANAGER

Humboldt Bay Municipal Water District





ALLIANCE
RESOURCE CONSULTING LLC

GENERAL MANAGER

Humboldt Bay Municipal Water District

December 10, 2014

VIA ELECTRONIC MAIL

Ms. Carol Rische
General Manager
Humboldt Bay Municipal Water District
828 Seventh Street
Eureka, CA 95501

Dear Ms. Rische:

Alliance Resource Consulting is pleased to submit this proposal to assist the Humboldt Bay Municipal Water District in its efforts to recruit and screen candidates for the General Manager position. Enclosed is our proposal which outlines how we would partner with your organization to recruit the best individuals. It describes the steps we will take to accomplish the recruitment within your desired timeframe. If you desire some modification of the proposed work program, we would be pleased to discuss that with you.

Alliance Resource Consulting's corporate motto is "The Power of Partnership." We take this seriously and have built our reputation on providing services of the highest quality. Alliance Resource Consulting was formed in 2004 when our executive search consultants acquired the highly regarded executive search practice of one of the largest public sector consulting/government services companies in the United States. With the innovative use of technology and a commitment to forming enduring partnerships with our clients, Alliance Resource Consulting is committed to setting a new standard for the industry.

We do not have any potential conflicts of interest from past recruitments or relationships. We will be happy to answer any additional questions you may have. We look forward with great interest to working with you on this very important assignment.

Sincerely,



Cindy Krebs
Regional Director

SOUTHERN CALIFORNIA OFFICE
400 OCEANGATE, SUITE 510
LONG BEACH, CA 90802
TEL: (562) 901-0769 • FAX: (562) 901-3082

NORTHERN CALIFORNIA OFFICE
228 HAMILTON AVENUE, 3RD FLOOR
PALO ALTO, CALIFORNIA 94301
TEL: (650) 296-1032 • FAX: (650) 521-0024

GENERAL MANAGER

Humboldt Bay Municipal Water District

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GENERAL MANAGER

Humboldt Bay Municipal Water District

1 – OUR UNDERSTANDING

It is our understanding that the Humboldt Bay Municipal Water District wishes to engage an executive search firm to assist in the General Manager recruitment.

The General Manager is responsible for carrying out the Board of Director's policies, directing District operations, controlling District expenditures, and overseeing all programs and activities of the District.

Alliance Resource Consulting prides itself on its commitment to customer service to both the client and the candidates.

2 – FIRM QUALIFICATIONS



2.1 Project Team

In 2004, Alliance Resource Consulting acquired the national executive recruiting practice of MAXIMUS. We are committed to providing our clients with the highest caliber of service in the industry. Our team of dedicated professionals utilizes custom-built state-of-the-art technology in conducting a search.

We are based out of Long Beach, California and are the only firm in California to provide unlimited on-site visits to in-state clients. We also have offices in Palo Alto, California, Tampa, Florida and Seattle, Washington.

Our current staffing is:

- Sherrill Uyeda** – Founding Partner
- Cindy Krebs** - Regional Director, Pacific Northwest
- David McDonald** – Regional Director, East Coast
- Syldy Tom** – Manager
- Richard Kaplan** – Research Consultant
- Geoff Gambling** – Research Consultant
- Daniela Pallafacchina** – Research Consultant
- Linda Kann** – Special Projects and Graphics Manager

Cindy Krebs and Syldy Tom will work on this recruitment. Biographies can be found in Appendix B and references can be found in Appendix C.

2.2 Our Experience

We believe we are exceptionally well qualified to assist you. We have extensive nationwide experience recruiting utilities executives for government agencies and special districts and have helped to place excellent diverse people in both small and large organizations.

GENERAL MANAGER

Humboldt Bay Municipal Water District

Currently, we are recruiting for the Water and Wastewater Finance Director for Broward County (FL).

Recently, we have assisted water districts with the following executive management recruitments:

- General Manager – Municipal Water District of Orange County (CA)
- General Manager – Rincon del Diablo Municipal Water District (CA)
- General Manager – Coachella Valley Water District (CA)
- Assistant General Manager – Coachella Valley Water District (CA)
- Director of Operations and Maintenance – Rancho California Water District (CA)
- Chief Financial Officer – Santa Margarita Water District (CA)
- Executive Director of Water Policy – Irvine Ranch Water District (CA)
- IT Manager – Santa Margarita Water District
- Director of Finance – Municipal Water District of Orange County (CA)
- Associate Civil Engineer, Sanitation – Coachella Valley Water District (CA)
- Project Engineer – Antelope Valley Water Storage Bank (CA)

In the last three years, we have completed the following recruitments:

- Solid Waste Superintendent – City of Oxnard (CA)
- Director of Engineering – Orange County Sanitation District (CA)
- General Manager – Antelope Valley Water Storage Bank (CA)
- General Manager – Emerald Bay Service District (CA)
- Deputy Director of Public Works/City Engineer – City of Long Beach (CA)
- Director of Public Works – City of Palo Alto (CA)
- Director of Municipal Utilities and Engineering – City of Redlands (CA)
- Assistant General Manager – Water Replenishment District of Southern California (CA)
- Assistant General Manager, Water – Imperial Irrigation District (CA)
- Water Utility Manager – City of Ventura (CA)
- Manager of Water Quality – Water Replenishment District of Southern California (CA)
- General Manager – Chino Basin Desalter Authority (CA)
- Assistant General Manager – Rancho California Water District (CA)
- Assistant General Manager, Energy – Imperial Irrigation District (CA)

Our ability to carry out the work required by your agency is enhanced by our past experience in providing similar services to others, and we expect to continue such work in the future. It should be noted that all of the recruitments listed above were completed on time and within budget.

We will preserve the confidential nature of any information received from you or developed during our work on this recruitment in accordance with our established professional standards.

We assure you that we will devote our best efforts to carrying out the work required. The results obtained, our recommendations and any written material we provide will be our best judgment based on the information available to us.

2.3 Advantages of Our Firm

Relative to your present search requirements, we believe the principal advantages in using Alliance Resource Consulting which differentiate us from other firms are:

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- Our track record of success in placing superior senior level executives in particularly sensitive and highly responsible/accountable positions.
- Our specialization in public sector executive search on a nationwide basis.
- Our extensive experience recruiting utilities executives for government agencies and special districts.
- Our PROACTIVE recruitment of candidates who may not be seeking new employment and would not normally respond to routine advertising and highly qualified candidates who might be overlooked by traditional recruiting approaches.
- Our ability to develop and meet a recruitment timeline to fit your needs.
- The fact that we assign two professionals to each recruitment to ensure we are always available to quickly respond to your most pressing requirements.
- The quality of our work and the fact that most of our clients have retained our services on more than one engagement.
- Our proven ability to identify and recommend qualified female and minority candidates.
- The transparency of our recruitment process. We will provide you a client login to our recruiting system so you can see how things are progressing at any time. We will also prepare weekly updates for you throughout the peak of the recruiting process.
- Our reputation among clients and candidates for timely communication and documentation (e.g., acknowledgement of receipt of candidate application, client status reports, candidate interviews, client meetings and candidate feedback).
- The thoroughness of our documented reference, internet and background checks. We request very specific references from candidates and supplement our reports with information gathered from available information sources such as LexisNexis and public records. Our ability to enhance the recruitment process through stakeholder outreach, the use of online surveys, and targeted research.
- The fact that all of our graphics work is done in-house, saving our clients time and money.
- Our promise to conduct the recruitment at the cost proposed. We have never charged a client more than our proposed amount.

3 – RECRUITMENT METHODOLOGY & APPROACH

Alliance Resource Consulting believes that we are an extension of your organization. As such, we work within your expectations and guidelines. Our objective is to find the best qualified candidates. While notices in professional journals may be helpful, many of the best candidates must be sought out and their interest encouraged. Our general familiarity with the organization, knowledge of the field and our relationships with professional organizations make us well qualified to assist you.

Our clients have found that we are able to:

- Develop the appropriate specifications for a position.
- Encourage the interest of top-level people who would be reluctant to respond to advertisements.
- Preserve the confidentiality of inquiries, consistent with State public disclosure and open meeting laws.
- Save a considerable amount of time for client staff in developing and responding to candidates.
- Protect the confidentiality of the information discussed with or received from the client.
- Build consensus among those involved in the hiring process.

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- Independently and objectively assess the qualifications and suitability of candidates for the particular position for which we are recruiting.
- Adhere to client's budget and schedule expectations.

If you desire to retain us for a full and thorough recruitment process, we will do the following for your recruitment:

3.1 Strategy Development

We will interview members of the Search Committee and other client contacts to obtain a detailed understanding of the position, key goals and challenges, and organizational culture. We will also discuss expectations regarding desirable training, experience and personal characteristics of candidates. In addition, should you request it, we will conduct/facilitate community outreach meetings and focus group discussions.

We also have experience creating and managing community surveys, should the organization want input from its constituents. We will also gather/review relevant information about the organization, such as budgets, organization and/or department goals, organization charts, etc.

Once our findings have been summarized, we will submit a Recruitment Profile with the desired qualifications and characteristics to you for approval. The Recruitment Profile that will be sent to potential candidates will include information about the organization, the job and the criteria established by you.

3.2 Active Recruitment

Once you have approved the Recruitment Profile, we will actively seek out individuals who meet your expectations. To achieve the best response, we will take a three-prong approach to attracting candidates:

1. **Direct Contact** – We will mail invitations and recruitment profiles to targeted individuals in comparable organizations at the appropriate level. These invitations will be followed up with direct phone calls to potential candidates to gauge interest.
2. **Internal "Job Alert"** – Over the past ten years, we have developed an active database of over 19,000 candidates who are active in various public sector positions. We will send a new "job alert" to all our registered users in the Alliance Resource Consulting candidate application program. Prospective candidates will be contacted via e-mail with a link to the PDF version of the Recruitment Profile.
3. **Advertisements** – We will place job advertisements in the appropriate professional journals and on-line sites.

As a matter of corporate policy, we do not discriminate against any applicant for employment on the basis of race, religion, creed, age, color, marital status, sex, sexual preference, disabilities, medical condition, veteran status or national origin. A substantial percentage of the placements made by our firm have been minority or female candidates.

Frequent communication with our clients is a hallmark of our firm. While consultants will provide regular updates on the progress of your search, you will also be able to access up-to-date 'real time' information regarding your search from our secure website.

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3.3 Candidate Evaluation

We will review, acknowledge and evaluate all resumes received. Candidate evaluation will begin with an analysis based upon criteria contained in the Recruitment Profile, information contained in the resumes submitted to us, and our knowledge of the people and organizations for which they work.

The next phase in candidate evaluation will focus on gaining additional information from the qualified group of candidates through written supplemental information questionnaires and other resources. Telephone interviews will be conducted with the most promising candidates to gain a better understanding of their backgrounds, qualifications and interest in the position.

3.4 Progress Report Meeting

After the resume deadline, we will submit to you a progress report of the leading candidates. This report will include summary resumes, supplemental information, and the original resumes of those candidates we believe to be best qualified for the position. Supplemental information on a candidate typically includes: the size of the organization for which the person works, reporting relationships, budget responsibility, the number of people supervised, related experience and reasons for interest in the position. Any other specific information will be dictated by the criteria set forth in the Recruitment Profile.

The purpose of our progress report is two-fold. It allows you an opportunity to review the candidates and choose those who you would like to invite to be interviewed for the position. It also allows us to receive feedback on the caliber of the candidates recruited. In addition, at this point we will have conducted preliminary background checks on each of the presented candidates. Of course, we are flexible and may consider other individuals as final candidates who are subsequently identified and were not included in the progress report.

3.5 Preliminary Interviews

We will interview (either in person or via video-conference) those candidates identified by you to be the leading candidates. We will conduct a preliminary interview with questions that focus on the selection criteria. Additionally, we will verify degrees and certifications and continue to gather information about the candidate's professional backgrounds.

3.6 Client Interviews & Interview Books

We will assist you in scheduling final candidates for interview with your organization, and will send the candidates packets of information which we obtain from you should you request it (e.g., information about the organization and the geographic area, budgets, etc.).

We will prepare final interview books for the selection panel. These books will include interviewing/selection tips, suggested interview questions, and rating forms for your use. Candidates will not be ranked, for we believe it will then be a matter of chemistry between you and the candidates.

We will also be on-site for the interview day(s). We will brief the interview panel at the start of the interviews and will facilitate the process throughout the day. After the last candidate interview, we will assist you in "debriefing" the interview panel members.

As part of our process in evaluating candidates, we make telephone reference checks. In conducting these references, it is our practice to speak directly with individuals who are, or have been, in a position to evaluate the candidate's performance on the job. To gain a well-rounded impression of the candidates, we speak with current and prior supervisors, peers

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and subordinates. These references and our evaluations provide you with a frank, objective appraisal of the candidates. Once we finalize references on the top one or two candidates and conduct credit/criminal/civil litigation/motor vehicle record checks through an outside service, we will provide you with a detailed candidate evaluation report.

3.7 Special Assistance

Our efforts do not conclude with presentation of the final report. We are committed to you until a successful placement is made. Services that are routinely provided include:

- Arranging the schedule of interviews and the associated logistics for final candidates.
- Advising on starting salary, fringe benefits, relocation trends and employment packages.
- Acting as a liaison between client and candidate in discussing offers and counter offers.
- Conducting a final round of reference checking with current employers (if not previously done for reasons of confidentiality).
- Notifying those candidates who were not recommended for interview of the decision. Following up with the client and the selected candidate once he/she has joined the organization to ensure a smooth transition.

4 – OUR CLIENT'S ROLE

The client has a very important role in the recruitment process. While we may identify and recommend qualified candidates, it is the client who must make the decision about which candidate to hire.

In order to insure that the best candidates are available from which to choose, our clients should be willing to do the following:

- Clearly inform us about matters relevant to the search that you wish to keep confidential (e.g., salary, personnel issues, and other privileged information).
- Supply us with the names of people you have previously interviewed/ considered for this position.
- Forward us copies of the resumes you receive, to avoid duplication of effort.
- Provide feedback to Alliance Resource Consulting regarding the information and recommendations provided by us.
- Promptly decide upon and follow up in scheduling interviews with the most promising candidates.
- Assist in providing information to candidates that will enable them to make their career decisions.
- Uphold confidentiality (while respecting relevant state laws about open disclosure) to protect the integrity of the recruitment process, as well as the candidate's involvement.

By doing the above, we will maximize the likelihood of mutual success.

Finally, please be reminded that the United States Immigration Reform and Control Act of 1986 requires that all employers verify an employee's eligibility to work in the United States. Since Alliance Resource Consulting cannot serve as your agent in this matter, your hiring process should include this verification procedure.



Executive Recruitment Search

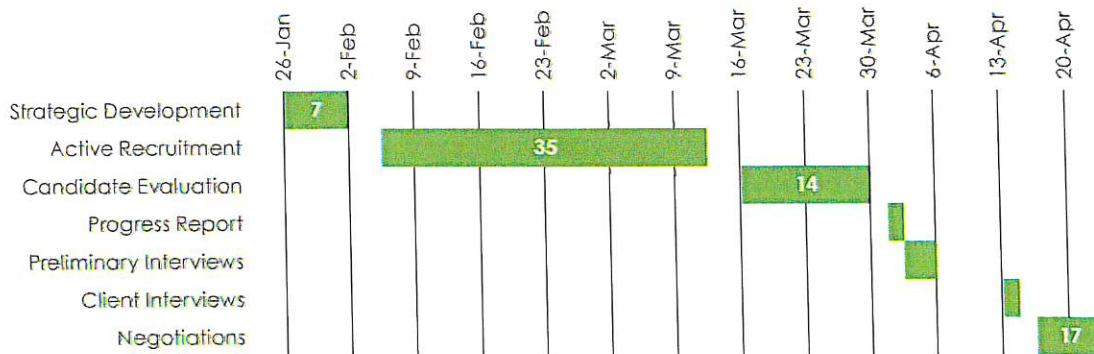
GENERAL MANAGER

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5 – PROJECTED TIMELINE

The following is a typical schedule to conduct a thorough recruitment. However, we would be pleased to modify this to meet your needs:

Partial or Full Recruitment	
1st Week	Meet with the appropriate individuals to gather background information.
2nd - 3rd Week	Develop and obtain approval for the Recruitment Profile. Develop a list of potential candidates to target. Prepare and place advertisements, if desired.
4th - 9th Week	Active recruitment—solicit, receive and acknowledge resumes.
10th Week	Evaluate resumes and gather supplemental information. Submit progress report and meet with you to review leading candidates.
Full Recruitment	
11th Week	Verify degrees and certifications and interview the best qualified candidates.
12th - 14th Week	Submit final report and initiate the interview process with you.
Following Interviews	Conduct references, credit/criminal/civil litigation/motor vehicle record checks, and assist with negotiations.



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6 – ALLIANCE ADVANTAGES

6.1 Technology

Alliance Resource Consulting is the only firm to utilize a custom-built “online” client/candidate management system. This custom system allows candidates to input their resumes and cover letters on our website. (For candidates who wish to email or mail us a hard copy of their resume, we will input the information for them.) One of the benefits of our system is that it enables our client contact to check the latest applicant list in real-time.

One of our strengths is our use of social media to best market the recruitment. We have active accounts on LinkedIn, Twitter and Facebook. The use of social media allows us to contact our network and “followers” to alert them to our recruitment announcements, informational updates and reminders. It allows us to stay one step ahead of our competitors.

Alliance Resource Consulting is always searching for new ways technology can help us save our client’s money. One way we do this is by using Skype to interview out of town candidates. Our innovative ways have set us apart from our more traditional competitors.

6.2 Stakeholder Outreach

Our firm has used several methods, including stakeholder meetings, community forums and surveys, for stakeholder outreach in a number of previous recruitments. For example, for the City of San José City Manager recruitment, our consultants facilitated 13 community outreach meetings where citizens were invited to attend and express their opinions about what they were looking for in city manager candidates. For the City of Alexandria’s City Manager recruitment, we also met with special interest groups such as business leaders, Chamber of Commerce members and historic preservation groups.

During the recruitment of the City Administrator for the City of Huntington Beach (CA), the consultants met with each councilperson, each department head, conducted an open citizen forum and a forum for a group of stakeholders comprised of two citizens recommended by each councilperson. For the City Manager recruitment conducted for the City of Moreno Valley (CA), the consultants conducted a community panel as well. Our previous experience in stakeholder outreach makes our firm very qualified to conduct the meetings with the Mayor’s Office and City Council Members as well as facilitate multiple stakeholder outreach forums throughout the City that your request for proposal outlined.

Lastly, our firm has significant experience in creating community surveys should you wish to provide this option to your community. We have utilized surveys for many of our recruitments and can prepared them in different languages, if required. The surveys can be accessed on-line, or at our office and our client’s office.

6.3 Diversity Outreach

Striving for diversity in our recruitments is a hallmark of our firm. We use a variety of sources for outreach to various minority communities to ensure the desired diversity of our candidate pool. In addition to our personal contacts in various minority communities, we advertise our positions in publications that target minorities in government and further publicize the position through minority organizations such as Blacks in Government and the International Hispanic Network. To ensure a diverse pool, we also create a recruiting list of qualified candidates from communities that have a comparable level of diversity as our client’s community.



Executive Recruitment Search

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We have created lists for comparable diversity during recruitments for the City Manager for the City of Compton (CA), the City of Tigard (OR), the Assistant City Manager/Chief Operating Officer for the City of Ventura (CA), and the Assistant City Manager for the City of Irvine, CA. The final pool for the City of Irvine included three women among the six finalists. We also collect Equal Employment Opportunity (EEO) information on our candidate pool. This information is accessible to our clients in real time on our company website.

6.4 Weekly Client Updates

Our consultants provide our client contacts written recruitment updates on a weekly basis. These updates include work done that was completed during the week and what we expect to work on the following week.

7 – RECRUITMENT COSTS

The three major client meetings will be: one to develop the Recruitment Profile, one to present our Progress Report, and one to attend the first round of candidate interviews. For a full recruitment, we propose a professional fee of \$20,000 for the work outlined above. If additional on-site meetings are required, a budget increase of \$1,500 per meeting will be added to the professional fee. In addition, we are reimbursed for expenses such as for advertising, travel, interviewing, sourcing, support services, background checks and other related items, as well as allocated costs such as telephone, postage and photocopying. These expenses will not exceed \$8,000. Please note that this amount does not include reimbursement of candidates who travel to be interviewed by you. Unless you notify us to the contrary, we will assume that you will handle these reimbursements directly.

For a partial recruitment (up to the Progress Meeting), we propose a professional fee of \$15,000 and reimbursable expenses not to exceed \$5,550.

Our professional service fee will be split among four equal invoices and expenses will be billed as they are incurred. All invoices are due and payable upon receipt. We do NOT base our fees on a percentage of the position's salary.

Our billing schedule on a retained professional fee for a full recruitment (and based not on an hourly rate) is as follows:

1st Billing	Due after Start Meeting	First Phase	\$5,000
2nd Billing	Due upon our submittal of a draft recruitment profile	Second Phase	\$5,000
3rd Billing	Due after we meet and submit our Progress Report to you	Third Phase	\$5,000
4th Billing	Due after the client conducts interviews with finalists	Fourth Phase (optional)	\$5,000

Please note that this is a standard billing schedule and can be modified as requested.

You may discontinue this assignment at any time by written notification. In the unlikely event that this occurs, you will be billed for all expenses incurred to the date of the cancellation, and for professional fees based upon the time elapsed from the commencement of the assignment to the date of cancellation. If a cancellation occurs within the first 30 days of the assignment, following either verbal or written authorization to proceed, one-third of the professional fee will be due. If a cancellation occurs thereafter, the fee beyond the first one-third will be prorated based upon the number of calendar days which have elapsed. If a cancellation occurs after 90 days, all professional fees will be due in full.

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Guarantee

We are committed to working with you until a placement is made. However, if the selected candidate (recommended by us for hire, and excluding internal candidates) should be terminated within one year from the date of hire, we will re-do the search for no additional professional fee. Naturally, we would expect to be reimbursed for any expenses that might be incurred.

8 – ALLIANCE SUMMARY

Thank you for reviewing our proposal. Should you decide to retain Alliance Resource Consulting for your executive search needs, we will do the following:

- Partner with you and act as an extension of your organization.
- Define a recruitment strategy and timeline, develop a recruitment profile and attract/research prospective candidates.
- Conduct a multi-layered candidate screening analysis on the applicants.
- Communicate frequently and on-time with both the client and candidates.
- Allow client contacts to access the recruitment database in real time from remote sites.
- Interview and screen leading finalists.
- Facilitate the client interview process.
- Complete the candidate selection and closure of recruitment.

Our firm's motto is "the Power of Partnership" and we are committed to adding value to your organization's goals and mission. We bring an ethical, transparent and well-documented recruitment process to all our clients.

9 – CONTACT INFORMATION

Cindy Krebs Office: (562) 901-0769 x336
 Fax: (562) 901-3082
Cell Phone: (949) 212-2461
E-mail: ckrebs@alliancerc.com
Skype: cindyk_arc

Syldy Tom Office: (562) 901-0769 x334
 Fax: (562) 901-3082
Cell Phone: (310) 357-4776
E-mail: stom@alliancerc.com
Skype: syldytom

ALLIANCE RESOURCE CONSULTING LLC
HEADQUARTERS
400 Oceangate, Suite 510
Long Beach, CA 90802

Executive Recruitment Search




GENERAL MANAGER


Humboldt Bay Municipal Water District

TAMPA, FLORIDA

SEATTLE, WASHINGTON

www.allianceRC.com

 twitter.com/AllianceRC

 Alliance Resource Consulting LLC



GENERAL MANAGER

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APPENDIX-A

Utilities Searches for General Purpose Local Governments Clients of Alliance Resource Consulting

Water and Wastewater

Charlottesville, VA, City of	Public Utilities Manager
Coachella Valley Water District, CA	Assistant General Manager
Coachella Valley Water District, CA	General Manager
Coachella Valley Water District, CA	State Water Contractor Engineer
Coachella Valley Water District, CA	Senior Engineer, Sanitation
Contra Costa Water District, CA	General Manager
Contra Costa Water District, CA	Human Resources/Risk Manager
Contra Costa Water District, CA	Water Quality Manager
Emerald Bay Service District, CA	General Manager
Kearns & West, CA	Senior Mediator/Facilitator
Municipal Water District of Orange County, CA	General Manager
Newport Beach, CA, City of	Utilities Services Manager
Orange County Sanitation District, CA	IT Systems and Operations Manager
Orange County Sanitation District, CA	Director of Engineering
Rancho California Water District, CA	Assistant General Manager
Rancho California Water District, CA	General Manager
Rincon del Diablo Municipal Water District, CA	General Manager
San Diego County Water Authority, CA	Chief Financial Officer
San Diego County Water Authority, CA	General Counsel
Santa Maria, CA, City of	Water Services Manager
Tuolumne Utilities District, CA	General Manager
Tustin, CA, City of	Water Services Manager
Water Replenishment District of Southern California	Assistant General Manager
Yorba Linda Water District, CA	Information Technology Director
Yorba Linda Water District, CA	Human Resources Director
Yorba Linda Water District, CA	Finance Director
Yorba Linda Water District, CA	General Manager

Solid Waste

Sacramento, CA, City of	Solid Waste Division Manager
Tehama County/Red Bluff Landfill Management Agency	Director

GENERAL MANAGER**Humboldt Bay Municipal Water District****APPENDIX-B**
BIOGRAPHIES**Cindy Krebs – Regional Director**

Cindy Krebs joined Alliance Resource Consulting in 2012 after serving more than 25 years as a high level manager and principal consultant for local governments, regional agencies and special districts. The experience she gained while working in the public sector gives Ms. Krebs a unique understanding of the complexities associated with public service careers as well as a strong appreciation for people who choose to dedicate themselves to improving the communities they serve. Ms. Krebs is highly adept at working with executive management teams, Board members, and community/special interest groups and has managed several high profile recruitments for Alliance.

Ms. Krebs graduated from Baker University with Bachelor of Art degrees in both Communications and Spanish. She is also a graduate of CORO's Orange County Leadership program. Ms. Krebs is fluent in Spanish and proficient in French and Italian.

Syldy Tom – Manager

Syldy Tom joined Alliance Resource Consulting in 2008. She works on profile analysis, candidate recruitment and screening, and background checks. Her consulting work specializes in city manager recruitments, as well as information technology, community development, and utilities. Past clients in California have included the Cities of Cypress, Gardena, El Segundo, Mission Viejo, Pasadena, Redlands, San Juan Capistrano, Stanton, and Stockton.

Previously, Ms. Tom worked for STAR Marquez, a nonprofit educational organization which provides enrichment programs to kindergarten aged children in public schools. During her time at STAR, Ms. Tom managed multiple enrichment programs. Ms. Tom also was the Citibank Summer Research Intern for United Way of Greater Los Angeles. She was responsible for researching the unbanked and underbanked population in Los Angeles for Citibank.

Ms. Tom has a Master of Public Administration from the University of Southern California, and a Bachelor of Arts Degree in Art History from the University of California at Los Angeles. At USC, she was the Marketing and Fundraising Co-Chair for the Graduate Policy and Administration Community (GPAC). In addition, Ms. Tom is a member of the UCLA Prytanean Alumnae Association, serving as the Benefit Chair, the Scholarship Chair, and is presently the Second Vice President of Membership for Prytanean. Ms. Tom's volunteer interests include fundraising and marketing.

GENERAL MANAGER

Humboldt Bay Municipal Water District

 ALLIANCE
RESOURCE CONSULTING LLC

APPENDIX-C REFERENCES

Municipal Water District of Orange County

Name: Brett Barbre

Title: Board Member

Address: 18700 Ward Street; Fountain Valley CA 92708

Phone #: (714) 396-1350

Rincon del Diablo Water District

Name: Gregory Quist

Title: Board Member

Address: 1920 N Iris Lane; Escondido, CA 92026

Phone #: (760) 291-1980

Rancho California Water District

Name: Matt Stone

Title: General Manager

Address: 42135 Winchester Road; Temecula, CA 92590

Phone #: (951) 296-6900

Irvine Ranch Water District

Name: Jenny Roney

Title: Director of Human Resources

Address: 15600 Sand Canyon Avenue; Irvine, CA 92618

Phone #: (949) 453-5300

Meet Our Team



Shelley Nilsen, MSW
Local Owner

Leadership in non-profit, for-profit, and public sector; strategy; recruiting; coaching; team development; organizational culture; program and policy development. Community involvement: Workforce Development Board (Executive and Offshore Wind Committees); AHS FFA Job Interview Coach; Redwood Acres Jr. Livestock Committee



Leif Kamrud
Operations Manager

Coaching and team development; broad scope operations management; plan execution; human resources; payroll; recruiting and placement; sales. Community involvement: Arcata Chamber of Commerce (Board of Directors)



Chad Kaul
Business Developer

Market research and analysis; product development; venture capital; intellectual capital startups and investment; startup design strategy; international investor and industry professional recruiting. Community involvement: Food for People (Board of Directors), Arcata Chamber of Commerce (Ambassador)



Luis Ramirez
Sr. Employment Specialist

Bilingual recruiting and placement across a spectrum of fields; inside sales; hiring and onboarding; worker's comp management; job site safety.



Shantel Vierra
Director of Impressions

Recruiting specialist; hiring and onboarding; inside sales; front desk management; payroll and accounts receivable; social media and web marketing.



Jackie Martinez
Recruiting Specialist

Recruiting specialist; active and passive recruiting across multiple platforms; hiring and onboarding; inside sales.

Organization Community Support

- Eureka Chamber of Commerce
- Arcata Chamber of Commerce
- McKinleyville Chamber of Commerce
- Fortuna Chamber of Commerce
- Del Norte Chamber of Commerce
- Humboldt County Workforce Development Board
- Arcata High FFA
- Redwood Acres Jr. Livestock Auction
- Humboldt County Fair Jr. Livestock Auction
- Northcoast Employers Advisory Council
- Humboldt Builder's Exchange
- American Staffing Association
- International Franchise Association

Success hinges on choosing the right leader to represent your company.

Express Employment Professionals takes an individualized approach to recruiting by providing service as unique as the companies and candidates we serve. We offer professional and executive search solutions that help organizations find the right leadership for the future.



CLIENT EXPERIENCE

Unlock the full potential of your recruitment process with Express Employment Professionals. For a single fee, access to our streamlined recruitment timeline, expertly crafted from defining search specifications to finalizing the ideal hire. Our meticulous methodology guarantees a comprehensive and smooth selection process, to appoint a skilled and adept leader.

With Express at your side, Humboldt Bay Municipal Water District can confidently navigate the complexities of recruitment, securing top-tier talent. We specialize in sourcing candidates who not only meet your criteria but also seamlessly integrate into your organizational culture—a crucial element for fostering an engaged and high-performing workforce.

Trust us to identify and recruit the finest leadership talent tailored precisely to your team's needs. Experience the difference with Express Employment Professionals.

OUR DIRECT HIRE GUARANTEE

We're directly impacted by the success of our community and have a vested interest in doing our part to foster thriving local employment markets. If the new employee terminates for any reason within 100 calendar days, a one-time replacement. Ask about the details in our agreement.

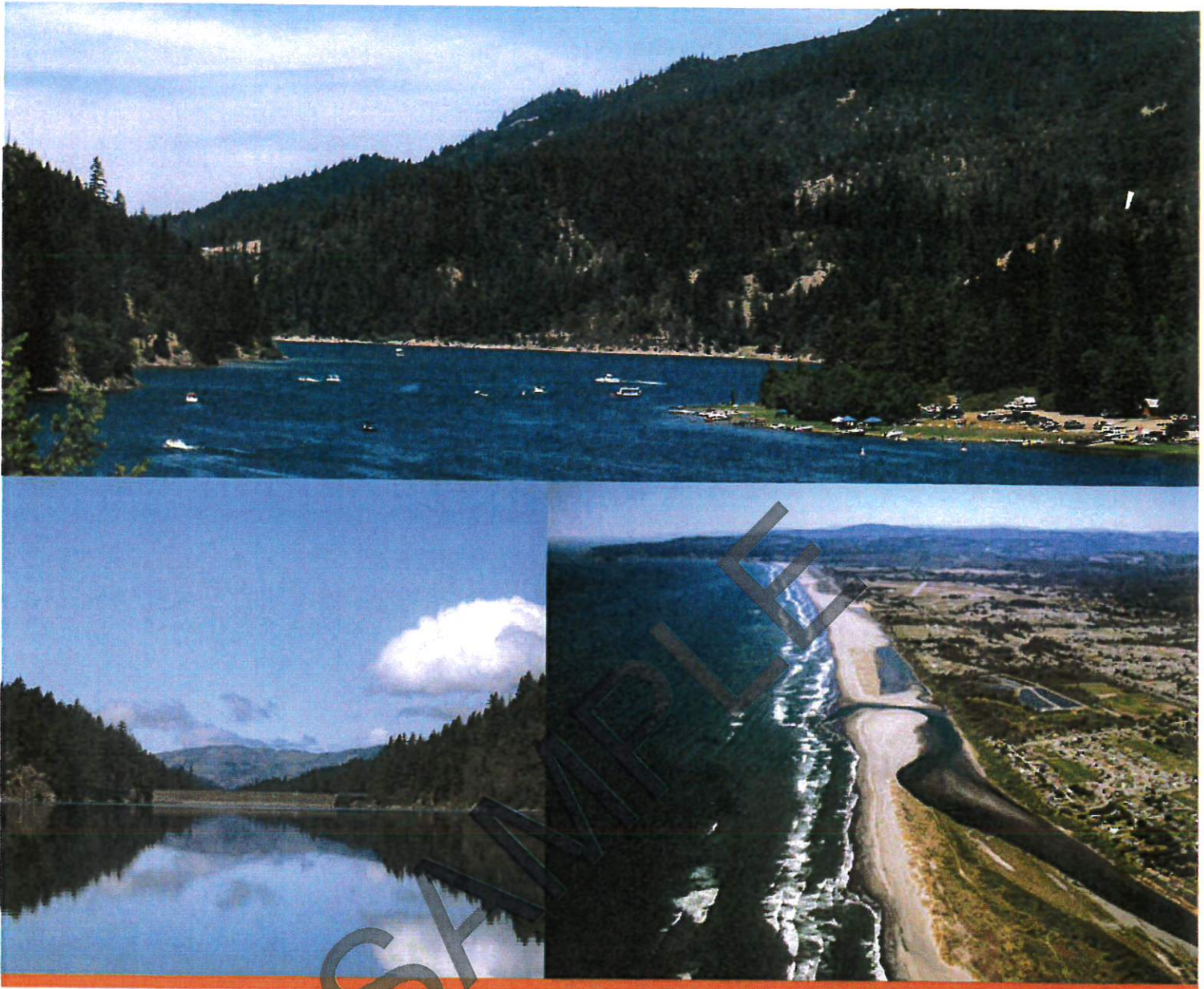


TRACK RECORD

We know that if you don't have quality leadership in place, nothing else really matters. Express has a proven track record of placing top-tier executives in reputable organizations like Jessicul, Changing Tides, Eureka Chamber of Commerce, Sequia Gas, and Area 1 Agency on Aging. We collectively have nearly 60 years of demonstrated experience identifying and securing exceptional talent, including CEOs, Executive Directors, Controllers, Finance Directors, General Managers, and Operations Managers, showcasing their versatility and expertise across various industries.



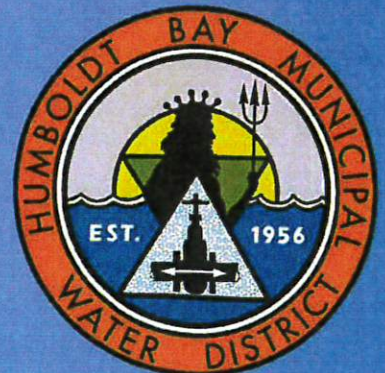
We're locally owned and operated with the support and stability of an international headquarters with four decades of staffing and HR expertise. It's the best of both worlds—small business flexibility, big company resources.



General Manager

The Humboldt Bay Municipal Water District

828 Seventh Street, Eureka, CA 95501-1114
P.O. Box 95 Eureka, CA 95502-0095
Phone: (707) 443-5018
Fax: (707) 443-5731
www.hbmwd.com



THE COMMUNITY

The Humboldt Bay Municipal Water District (District) is located in Humboldt County in the heart of northern California's majestic coastal redwood region. The District headquarters is located in the City of Eureka, 275 miles north of San Francisco. Eureka is the largest coastal city between San Francisco and Portland, Oregon. The City is bordered on one side by the beautiful and functional Humboldt Bay and on the other side by open space and mountains.

Humboldt County is an ideal area for individuals and families who seek a more relaxed pace of life and greater work-life balance. The area offers the best of community living without the stress and burdens of more urbanized areas of California.



The Redwood Coast has moderate weather year round and is a paradise for all outdoor activities including hiking, backpacking, fresh and salt water fishing, river rafting, surfing, and kayaking. The County's two million acres include hundreds of rivers, streams and lakes, as well as county, state and national parks, beaches and campgrounds.

In addition to the beautiful landscape and easy-going lifestyle, Humboldt County offers one of the more affordable places to live in California. The median home price is approximately \$289,000. This compares favorably with median home prices in San Francisco Bay area counties (\$569,000 to \$1,361,000), Central Coast counties (\$515,000 to \$795,000), Los Angeles (\$484,000), Orange (\$735,000) and San Diego (\$557,000) counties. (Source: California Association of Realtors).

Humboldt County has quality educational institutions, and schools are well supported by the community. Eureka voters passed a school bond in November 2014, while northern Humboldt families now are enjoying technology, music, arts, and sports improvements from a bond passed in 2010. College of the Redwoods (CR) and Humboldt State University (HSU) provide excellent post-high school educational opportunities. CR offers both vocational training (for example, master woodworking or nursing) and academic preparation for four-year colleges; it remains an extremely cost effective pathway to obtain a Bachelor's degree. HSU was founded as a teachers college in 1913 and is one of the first campuses of what would become the 23-campus California State University. HSU has consistently been cited among the top 10 percent of regional colleges and universities in the United States by a number of national publications including U.S. News & World Report, The Princeton Review, Money, and Making a Difference College Guide. HSU hosts additional programs for the community at-large – Extended Education, the Osher Lifelong Learning Institute (OLLI) for "Humboldt's 50 and better community," online educational degrees, and Center Arts, which brings nationally and internationally-acclaimed entertainment to the area.

Residents of Humboldt County are engaged, committed to good causes, and very generous. They work together to build community assets, acknowledge that the whole is greater than the sum of the parts, and support a culture where voices are heard and viewpoints shared.

For more information on this incredible community and the surrounding region, please visit the following websites: www.eurekachamber.com, www.redwoods.info or www.101things.com/humboldt/.



THE ORGANIZATION

The District was formed in 1956 to develop a regional water system that provides a reliable water supply to customers in the greater Humboldt Bay area of Humboldt County.

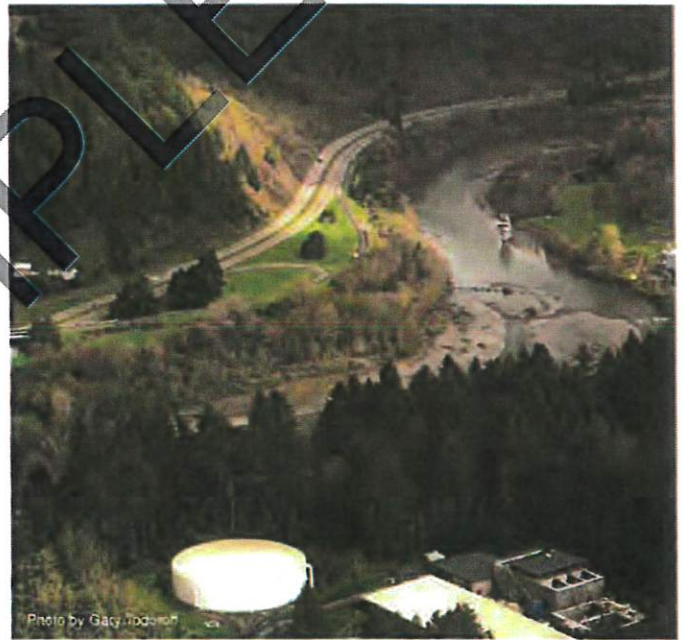
The District operates almost exclusively at the wholesale level. The District supplies drinking water to seven public agencies, who in turn, serve the residents, businesses and industries in our community. The District's wholesale municipal customers are the cities of Arcata, Eureka, Blue Lake, and four Community Service Districts: Fieldbrook-Glendale, Humboldt, Manila, and McKinleyville. For almost 50 years, the District also supplied untreated water to two large industrial customers (pulp mills) on the Samoa Peninsula.

FACILITIES INCLUDE: 1) R.W. Matthews Dam which forms Ruth Lake in southern Trinity County, 2) a hydro-electric power house at Matthews Dam, 3) diversion, pumping and control facilities on the Mad River near Arcata, 4) storage and treatment facilities, and 5) two transmission systems that deliver treated drinking water or untreated surface water to customers throughout the Humboldt Bay region.

The District is an independent special district governed by an elected five-member Board of Directors. The Board is experienced, capable and works well together. The District has had a long history of capable and committed Board members, with an average tenure since inception of 12 years.

The District has 29 employees. They are experienced, capable and extremely committed to the District's service mission to the community. The District has been led by long-serving General Managers, of which there have been only three during the past 37 years.

The District has a strong culture of teamwork, collaboration, and leveraging relationships to advance the District's business and community interests. The District is an active participant in an innovative and highly effective seven-County planning and grant-recipient organization called the North Coast Resource Partnership. To learn more visit www.northcoastresourcepartnership.org.



General Manager

The Humboldt Bay Municipal Water District

THE POSITION

The General Manager is the Chief Executive Officer of the District. As such, the General Manager is expected to plan, organize, direct, oversee, and evaluate effectiveness of all District operations, projects and activities. The General Manager receives policy direction from the Board of Directors and works closely with them on a variety of issues.

The General Manager is expected to work closely and effectively with the District's Municipal Customers, the County, other governmental agencies, and community groups.

CHALLENGES AND OPPORTUNITIES

The District faces several challenges and opportunities, the top two being:

- **Loss of the industrial customer base** (which at one time represented 80% of the total water demand): Loss of the industrial customer base has resulted in a significant revenue reduction, non-use of the District's Industrial Water System, and under-utilization of the District's appropriative water rights that will be "lost" if not used again. The District embarked on a comprehensive, community-based Water Resource Planning process to address this unique California water issue. Based on significant community and stake-holder input, the District is actively pursuing three water-use options: a) new local sales, b) an instream flow dedication to the Mad River for environmental enhancement, and 3) a water transfer to another municipal agency for public benefit.
- **Aging Infrastructure:** The regional water system was well designed and constructed, and it has been well maintained. It has reliably served the drinking and industrial water needs of the community for over 50 years. However, it needs to be replaced and upgraded to maintain water supply reliability for the community. The District completed its first comprehensive Capital Improvement Plan in 2011, and is currently updating the plan. As part of this effort, the District has actively pursued grant funding. To date, the District has secured over \$10 million for four high-priority projects, two of which have just been completed.

THE IDEAL CANDIDATE

The Board of Directors has established a list of attributes they are looking for in a General Manager:

- Excellent verbal and written communication skills
- An inclusive management style that emphasizes teamwork and collaboration
- Ability to quickly understand the district's operations and business, and what's important for continued success
- Effective management skills including: Planning and organizing work and resources
 - Developing a "game plan" to accomplish a desired outcome and implementing that game plan with involvement and support of participants
 - Prioritizing and directing multiple projects and activities
 - Effectively delegating, training, developing and supporting staff
- Strategic, analytical and creative problem solving skills
- Solution-oriented and pro-active in addressing issues and opportunities
- Gathers the trust and respect of employees, customers, regulatory agency staff and community groups
- Believes in community engagement, welcomes input and actively participates in civic organizations and events
- Uses tact and diplomacy in conveying opinions and recommendations, and can be relied upon to give his/her best professional recommendation
- Has a sense of humor, is friendly and optimistic

COMPENSATION AND BENEFITS

The salary for the General Manager is under review. It will be based on the successful candidate's qualifications and local and regional market comparisons. The Board is open to a discussion with the successful candidate regarding the structure of the compensation package.

The District also offers an attractive benefits package including:

Retirement – California Public Employee Retirement System (CalPERS) 2% @ 55, or 2% at 62 depending on eligibility (given recent PERS reform). District pays 7% employee contribution (for existing PERS members). The District is a Social Security agency and also contributes to an employee's social security benefit.

Medical – The District participates in the Association of California Water Agencies (ACWA) Joint Powers Insurance Agency (JPIA) Health Benefits program. Multiple plans are available. The District currently pays the full cost of the PPO Classic Plan for employee and dependents. If employee selects a higher-cost plan, the employee pays the difference. A high-deductible plan with companion Health Savings Account (HSA) is available and District provides contribution to the HSA. Partial retiree medical coverage provided.

Dental – The District pays for dental coverage (Delta) for employees and dependents.

Vision – The District pays for vision coverage (VSP) for employees and dependents.

Vacation – 10 days per year with increases after 4, 10 and 16 years (max 25 days per year after 20 years)

Management Leave – 5 days per year

Holidays – 11 per year plus 3 floating

Bereavement – 3 days per year per occurrence

Sick Leave – Accrues at 1 day per month (up to 130 days max). CalPERS credit or cash-out for unused sick leave upon retirement with 10+ years of service

Deferred Compensation – District sponsors a 457 plan to which the District contributes.

Other – Other benefits include Life Insurance, Long-term Disability, membership in an Employee Assistance Program and an education reimbursement program.

The description above is a summary of the benefits offering and has been reported as accurately as possible. Actual benefits are subject to the terms of the underlying policy documents.

REQUIREMENTS

Requirements include a Bachelor's Degree from an accredited university or college, plus ten to fifteen years of increasingly responsible and broad experience in administration, management, engineering, utility, municipal government, water resources, or closely related field.

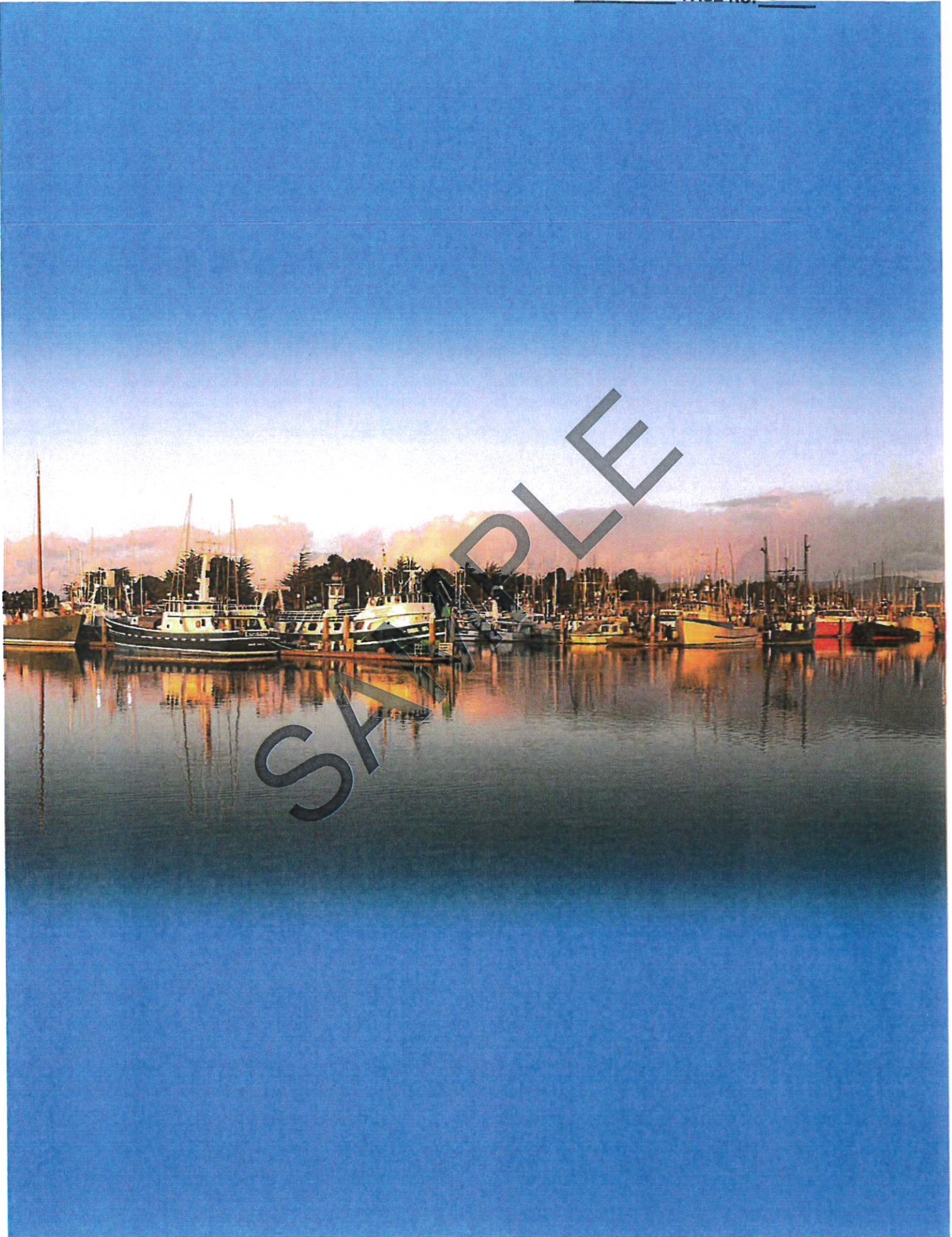
APPLICATION PROCESS

Submit a resume, completed HBMWD employment application, a cover letter which summarizes your qualifications and states why you are interested in this position, and at least five professional references. Submit application materials in a sealed envelope addressed to:

**Humboldt Bay Municipal Water District
Confidential – Attention: GM Search Committee
P.O. Box 95
Eureka, CA 95502**

For a position description, employment application, and recruiting brochure please visit our website at www.hbmwd.com. You may also call (707)443-5018 or visit our office to discuss the position or request an application packet.

The closing date is February xx, 2017.



To: Board of Directors
From: John Friedenbach
Date: April 11, 2024
Subject: RLCSD policy 6225

Discussion

RLCSD is requesting the approval of changes to Policy 6225, Construction and Maintenance of Pit Privies, see attached letter. Amendment 3 to the Master Lease between RLCSD and HBMWD states HBMWD will approve policy changes regarding Ruth Lake Lease Lots before they are approved by RLCSD's Board. Attached are the proposed changes which have been highlighted. No substantial changes are being made. The most significant changes are to the grandfathered boat leases at the bottom of page 4 and at the top of page 5 to which this policy will apply.

The issue of pit privies at Ruth Lake surfaced during the recovery from the August Complex Wildfire of 2020. Current waste disposal laws prohibit pit privies. However, Trinity County Health Department is willing to allow an exception at the Ruth Lake Boat Leases that currently have a pit privy installed. I.E. the grandfathered leases in the policy subsections 6225.60 and 6225.61.

Staff from HBMWD, RLCSD and Trinity County Health Department have been researching a viable solution for human waste disposal/treatment at boat leases. The most promising solution researched thus far is incinerator toilets. A new policy to address this issue going forward will be forthcoming.

Recommendation

Staff recommends the Board approve the proposed amendments to the RLCSD Policy 6225 - Construction and Maintenance of Pit Privies in accordance with the provisions of Master Lease Amendment 3.



Ruth Lake Community Services District

12200 Mad River Road

P.O. Box 6

Mad River, CA 95552

Telephone: 707-574-6332 Fax: 707-574-6080

Email: ruthlakecsd@yahoo.com Website: www.ruthlakecsd.org

March 15, 2024

John Friedenbach, General Manager
Humboldt Bay Municipal Water District
PO Box 95
Eureka, CA 95502-0095

Re: RLCSD Policy 6225 revision

Dear John,

At our February 13, 2024, board meeting the RLCSD board approved a few changes to Policy 6225, Construction and Maintenance of Pit Privies. I would like to request these changes to be presented at your next board meeting to your board of directors for approval.

These revisions were the ones discussed at our January 24, 2024, meeting at the Community Hall. If you have any questions about the proposed changes to Policy 6225, please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Caitlin Canale".

Caitlin Canale
General Manager

RUTH LAKE COMMUNITY SERVICES DISTRICT
Policy Handbook

POLICY TITLE: Construction and Maintenance of Pit Privies
POLICY NUMBER: 6225

6225 Trinity County will continue to allow the construction and maintenance of pit type privies on boat only access recreational sub-leases under the alternative disposal section of the North Coast Region Water Quality Control Board policy entitled “On the control of water quality with respect to on-site **wastewater** treatment and disposal practices.” The RLCSD has agreed to actively manage the construction and maintenance of these systems.

6225.10 Pit privies shall be allowed on boat access only leases. A lease with road access shall have a Trinity County approved and inspected septic system. No exceptions can be granted.

6225.11 Pit privies can only support minimal development, i.e.: congregate residence and small storage. Pit privies must meet County and State requirements to obtain a permit for an on-site disposal system, per Trinity County Environmental Health (TC Health) and the North Coast Regional Water Quality Control Board (NCRWQCB).

6255.12 An approved waste treatment system must be installed and approved before the sub-lease site is occupied.

6225.13 Approval must be granted by RLCSD and HBMWD.

6225.131 Application shall be submitted in writing to RLCSD.

6225.132 Application shall include a plot plan showing location of proposed privy, lot lines, water courses, and high-water lake level. It shall also include a plan showing construction details and materials.

6225.133 Trinity County retains final authority relating to wastewater treatment and disposal on the district’s lands.

6225.134 The district shall inform the County of all pit privies approved within the buffer strip and shall work closely with the County to maintain the integrity and intent of these systems.

6225.14 Erosion control: When a project requires the removal of dirt, or excavating, area to be excavated must be clearly marked on ground. Excavated materials shall be utilized on site at the greatest extent possible. Disturbed ground must be contained treated to ensure no erosion into the lake and/or creeks. (See “Ruth Lake Buffer Strip Road and Lease Site Standards and Policy #6000; Recreational Lease Site Standards, section 6000.60; Erosion Control.)

6225.20 Location:

6225.21 Pit Privy must be at least 100 feet from the high-water lake level of 2675’ (Spillway level +21 ft.) Horizontal setback (from the 2675 ft level) must be 20 ft.

6225.22 Pit Privies must have at least a 50-foot set back from any perennial or seasonal stream or spring.

6225.23 Pit Privy must be at least 10 feet from lease lot lines.

6225.30 Construction: Shall be as set forth below. Minor deviations must be noted in the application. Significant changes in design or materials must be approved by the Trinity County Health Department.

6225.31 Pit:

6225.311 Pit shall be at least 4'6" in depth, and 3'6" in width and breadth (approx. 55 cubic feet).

6225.312 Pit shall be lined with 1 x 6 redwood or pressure treated lumber. Boards should have a ½" horizontal gap between them.

6225.313 Pit shall have an open bottom.

6225.32 Sill:

6225.321 Sill shall be concrete or concrete block.

6225.322 Sill shall rest on the ground surrounding the hole walls, not upon the walls themselves.

6225.33 Floor: May be concrete slab or tongue & groove redwood, or pressure treated material.

6225.34 Enclosure:

6225.341 Shall be constructed to be insect and animal tight.

6225.342 Shall have a self closing door which provides an insect tight seal.

6225.343 Tongue & groove siding is preferred. Plywood siding is acceptable if properly installed, preserved and maintained. Particle board is not acceptable.

6225.344 All openings except the door must be screened to prevent the entry of insects.

6225.40 Maintenance:

6225.41 Pit Privy shall be maintained to be insect and animal tight.

6225.42 Pit Privy shall be maintained to be odor free.

6225.50 Inspections:

6225.51 RLCSD shall inspect site prior to approval to ensure adequate setbacks.

6225.52 RLCSD shall inspect during and after construction for proper materials.

6225.53 RLCSD shall inspect annually to ensure proper maintenance and for signs of failure or overloading.

6225.60 This Policy 6225, in its entirety shall apply only to those boat leases with pit privies existing prior to September 30, 2020. Specifically, those indicated in 6225.61.

6225.61 Boat leases with existing pit privies prior to September 30, 2020: 81, 82, 83, 85, 86, 86a, 86b, 86c, 86d, 86e, 87, 88, 88a, 88b, 88c, 88g, 88j, 88k, 89, 90, 91, 92, 93a, 94, 94a, 94b, 94c, 95a, 96, 96a, 97, 97h, 98a, 98b.

Approved by the RLCSD Board of Directors: May 9, 1996
Revised and approved by the RLCSD Board: May 10, 2007
Revised and approved by the RLCSD Board:

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.

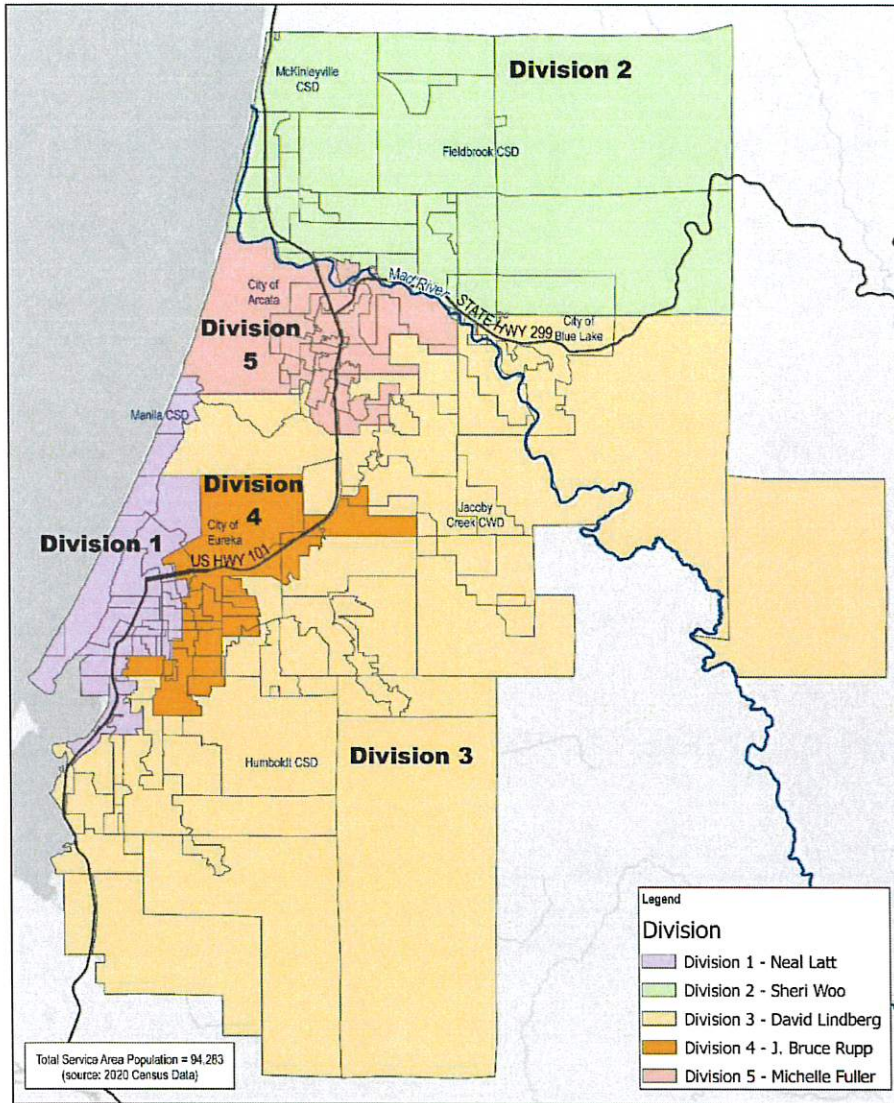
The following is a summary of key information about the jurisdiction:

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




<p>Paper Size ANSIA 0 1 2 3 Miles</p>			<p>Humboldt Bay Municipal Water District Division Boundary Redistricting</p>	<p>Project No. 12572230 Revision No. - Date May 2022</p>
<p>Map Projection: Mercator Auxiliary Sphere Horizontal Datum: WGS 1984 Srid: WGS 1984 Web Mercator Auxiliary Sphere</p>			<p>2020 Divisions Map</p>	<p>FIGURE 1</p>
<p><small>Agencies: HBMWD and other entities: 20220413MapDivisionRedistricting - HBMWD - Redistricting.apx 20220413 - HBMWD - Census 2020 Print Date: 21 May 2022 10:55</small></p>			<p><small>Data source: © 2020, Humboldt County GIS, 2018, 2016, 2014, 2012, 2010, 2008, 2006, 2004, 2002, 2000, 1998, 1996, 1994, 1992, 1990, 1988, 1986, 1984, 1982, 1980, 1978, 1976, 1974, 1972, 1970, 1968, 1966, 1964, 1962, 1960, 1958, 1956, 1954, 1952, 1950, 1948, 1946, 1944, 1942, 1940, 1938, 1936, 1934, 1932, 1930, 1928, 1926, 1924, 1922, 1920, 1918, 1916, 1914, 1912, 1910, 1908, 1906, 1904, 1902, 1900, 1898, 1896, 1894, 1892, 1890, 1888, 1886, 1884, 1882, 1880, 1878, 1876, 1874, 1872, 1870, 1868, 1866, 1864, 1862, 1860, 1858, 1856, 1854, 1852, 1850, 1848, 1846, 1844, 1842, 1840, 1838, 1836, 1834, 1832, 1830, 1828, 1826, 1824, 1822, 1820, 1818, 1816, 1814, 1812, 1810, 1808, 1806, 1804, 1802, 1800, 1798, 1796, 1794, 1792, 1790, 1788, 1786, 1784, 1782, 1780, 1778, 1776, 1774, 1772, 1770, 1768, 1766, 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Figure 6.2 HBMWD Property Boundary Surrounding Ruth Lake

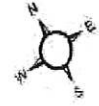
HBMWD Property Boundaries around Ruth Lake



0 0.75 1.5 3 Miles

 HBMWD Property Boundaries around Ruth Lake

All data, information, and maps are provided "as is" without warranty or any representation of accuracy, timeliness of completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requestor. 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 requestor acknowledges and accepts all limitations, 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. Mathews 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).

Resolution 2024-03

**American Water Works Association (AWWA) Drinking Water Week 2024
Commemorated by Humboldt Bay Municipal Water District**

WHEREAS, water is our most valuable natural resource; and

WHEREAS, drinking water serves a vital role in daily life, serving an essential purpose to health, hydration and hygiene needs for the quality of life our citizens enjoy; and

WHEREAS, tap water delivers public health protection, fire protection, support for our economy and the quality of life we enjoy; and

WHEREAS, the hard work performed by the entire water sector, designing capital projects, operators ensuring the safety and quality of drinking water or a member of a pipe crew maintaining the infrastructure communities rely on to transport high-quality drinking water from its source to consumers' taps; and

WHEREAS, the coronavirus pandemic has shone a light on the importance of drinking water for health, hydration and hygiene needs; and

WHEREAS, we are all stewards of the water infrastructure upon which current and future generations depend; and

WHEREAS, the citizens of our city are called upon to help protect our source waters from pollution, practice water conservation and get involved with their water by familiarizing themselves with it;

NOW, THEREFORE, be it resolved that the Humboldt Bay Municipal Water District Board of Directors hereby declares, May 5-11, 2024, as Drinking Water Week.

This resolution shall be PASSED AND ADOPTED by the Board of Directors at a regular meeting of said Board held on the 11th day of April 2024, by the following vote:

AYES:
NOES:
ABSENT:

Attest:

Neal Latt, Board President

J. Bruce Rupp, Board Secretary

HISTORY OF DRINKING WATER WEEK

People have been storing and distributing drinking water since the beginning of time. During the hunter-gatherer period of human civilization, river water was used as drinking water, and so civilizations were usually formed near that water source. In case there were no rivers or lakes, they used groundwater for drinking water, which was pumped up through wells. When the human population started growing extensively, the water supply was no longer sufficient, and drinking water needed to be extracted from a different source.

About 7,000 years ago, river water and water in wells were used as drinking water sources. People also developed drinking water transport systems, namely through channels that were dug in the sand or rocks. Gradually, people shifted to hollow tubes for the channels. Egypt used hollow palm trees, and the Chinese and Japanese used bamboo trunks. Eventually, humans used other materials like clay, wood, and metal.

In 1804, John Gibb built the first drinking water system that supplied an entire city in Paisley, Scotland, with disinfected water. Within three years, filtered water was able to be transported to Glasgow. In 1806, Paris established a large water treatment plant. The water was settled for 12 hours, after which they filtered it using sand and charcoal. In 1829, the Englishman, James Simpson, invented a sand filter for the purification of drinking water. This helped improve public health immensely.

U.S. drinking water supplies are said to be amongst the safest in the world currently. In 1908, Jersey City in New Jersey was the first city in the U.S. to start the practice of routine disinfection of community drinking water. Over the next decade, many other U.S. cities and towns followed suit in routinely disinfecting their drinking water.

Resolution No. 2024-04**Resolution of the Humboldt Bay Municipal Water District Board of Directors for the Quagga/Zebra Mussel Infestation Prevention Grant Program Application and Funding Agreement 2024**

WHEREAS, prior to the State of California, Department of Parks and Recreation Division of Boating and Waterways' (DBW) approval of an executed Grant Agreement, Humboldt Bay Municipal Water District's Board of Directors is required to pass a resolution, authorizing a designated representative(s) to execute said Application, Grant Agreement, amendments, and certifications, designating a representative to approve claims for reimbursement, designating a representative to sign the Reimbursement Claim Form and Quarterly Progress Reports, designating a representative to sign Project Completion Certification, and designating a representative to sign the Contractor's Release Form (as applicable); and

WHEREAS, Humboldt Bay Municipal Water District has the legal authority to manage the water, construct, operate, and maintain infrastructure, post signage, prepare Prevention Plan documentation, monitor for water chemistry and quagga and zebra mussels, conduct and monitor boater inspections and decontamination activities, and conduct public outreach for Ruth Lake; and to apply to DBW for a grant up to the amount of \$100,000.00 for the Quagga and Zebra Mussel Infestation Prevention Grant Program.

WHEREAS, Humboldt Bay Municipal Water District desires to improve and maintain the implementation plan for the prevention of an infestation of the quagga and zebra mussel for Ruth Lake; and

WHEREAS, Humboldt Bay Municipal Water District, pursuant and subject to all of the terms and provisions of the Quagga and Zebra Mussel Infestation Prevention Grant Program, application is hereby made to DBW for funding.

NOW THEREFORE BE IT RESOLVED that John Friedenbach, General Manager of Humboldt Bay Municipal Water District, is hereby authorized and directed to do the following acts, including but not limited to:

1. Cause the necessary data to be prepared and application to be signed and filed with DBW; and
2. Sign the DBW Quagga and Zebra Mussel Infestation Prevention Grant Agreement and any amendments thereto; and
3. Approve Claims for Reimbursement; and
4. Execute the Budget and Expenditure Summary; and
5. Sign the Contractor's Release Form; as applicable; and
6. Certify that the project is complete, and ready for final inspection, as applicable.

Passed and adopted at a regular meeting of the Humboldt Bay Municipal Water District for the Ruth Lake reservoir.

Adopted and approved this 11th day of April 2024 by the following roll call vote:

AYES:
NOES:
ABSENT:

Attest:

Neal Latt, President

J. Bruce Rupp, Secretary/Treasurer

Humboldt Bay Municipal Water District

To: Board of Directors
From: John Friedenbach
Date: April 11, 2024
Re: Samoa Peninsula Concrete Vault Public Art Project

Background

As presented during the March Board meeting, Redwood Community Action Agency (RCAA) proposed creating artwork on certain HBMWD appurtenant structures on the Samoa Peninsula. See attached map identifying 4 specific locations. The Board directed staff to agendize the project and to bring back for Board consideration an agreement between the artist and the District. The cost of mural installation will be funded by the RCAA through a grant program at no expense to the District.

In 2023, RCAA released a call for artist submissions for several murals in Manila. This generated significant interest, and while only a few artists were selected, RCAA kept the applications with the intention of placing the higher-scoring applicants with projects. Based on this call for submissions, RCAA has several applicants in mind for HBMWD appurtenances. Their applications and the call for artists are attached.

An Artist / District / RCAA agreement and project description are attached for your review and consideration. The agreement's content, which was originally drafted by District Counsel, addresses issues such as maintenance, safety, ownership of the artwork, etc., and is similar to the agreement entered into for the 2019 mural projects.

Recommendation and Action

Staff recommends the Board approve the project and direct the General Manager to sign the Artist / District / RCAA agreement for artwork on certain District's appurtenant structures located on the Samoa Peninsula.

Staff further recommends that an Adhoc Committee of two directors be formed to review, with the General Manager, the artists' mural renderings for approval by the District prior to commencement of painting.

Peninsula Beautification Mural Project

Artist Agreement

Artist Name: _____ (“Artist”)

E-mail: _____

Mailing Address: _____

Phone: _____

This AGREEMENT is executed _____, 2024, between Artist, the Humboldt Bay Municipal Water District (“District”), and the Redwood Community Action Agency (“RCAA”). The purpose of this Agreement is to set forth the above-parties’ obligations with respect to the Peninsula Beautification Project.

The Parties agree to the following terms:

1. **Timeframe:** Artist agrees to complete the “Work” (defined below) to satisfaction of the District. Artist will commence the Work after receiving approval from the District and complete the Work by June 30, 2024. It is estimated that the Work period will be May 1, 2024 through July 31, 2024.
2. **Artwork Location:** Artist has been assigned the vault located at: _____. Artist shall limit their work to the assigned vault and no other vault or District property.
3. **Compensation:** Upon successful completion of the Work, RCAA will compensate Artist \$10 per square foot of mural painted. Artist is not entitled to any further compensation from RCAA or District. Half of the payment will be made upfront to Artist and the remaining half will be paid within six (6) weeks of the completion of the Work. Artist shall submit a completed IRS form W-9 to RCAA before RCAA shall be obligated to compensate Artist.
4. **The Artist will provide the following (collectively, the “Work”):**
 - a. Artist will paint the assigned vault using high-quality outdoor paint, primer (if desired) and painting tools.
 - b. Artist will supply all paint, tools, primer, or anything else necessary to complete the Work at his or her own expense.
 - c. Artist will paint the Vault using the approved design without substantive changes.
 - d. Artist shall maintain the Work for a period of two years after completion of the Work at Artist’s own expense. In the event graffiti is applied to the Vault, Artist shall remove the graffiti or otherwise fix the Work within thirty (30) days of notification by the District. If the Artist does not fix the Work within the thirty (30) day period, then the District may paint over the whole of the Work and any and all rights to the Work will immediately transfer to the District. RCAA and the PCC will help support maintenance as needed.
5. **Art Approval:** The Artist has submitted a rendering of their project to the District for approval. The rendering has been approved by the District and has been deemed appropriate for the assigned vault. The District reserves the right to remove or paint over the as-applied artwork in the event the as-applied art work materially deviates from the approved design. The District shall make this determination in its sole discretion and its decision shall be final.
6. **Duration of Artwork:** The Work shall remain on the Vault for a period of two (2) years after completion. Notwithstanding the foregoing, the District reserves the right to remove or paint over the Work if (i) the Work is materially different from the approved design, (ii) Artist fails to maintain the Work as required by this

Agreement, (iii) the Work reasonably interferes with District operations or causes a safety concern, or (iv) the District elects to remove or re-locate the Vault. Upon the conclusion of the two-year period, unless sooner removed in accordance with this section, the District reserves the right to maintain or remove the Work.

- 7. **Release; Indemnity:** In performing the Work, Artist releases the District and RCAA (including their respective Directors, employees and agents) from any claim of injury to Artist or from any claim relating to the condition of the Vault. Artist shall perform his or her Work at his or her own risk, cost, and expense. Artist further agrees to indemnify, defend, and hold harmless the District and RCAA (including their respective Directors, employees and agents) from and against any and all claims for injury to person or property that arise from or are caused by Artist's performance of the Work, except to the extent such claim for injury to person or property is caused by the sole negligence of the District or RCAA or any of their respective Directors, employees or agents.
- 8. **Procedure for Modification:** Amendments to this Agreement must be signed by the District, RCAA, and the Artist.
- 9. This Agreement shall be governed by the laws of the State of California.
- 10. This Agreement shall not be effective unless and until approved by the Board of Directors of the District and signed by the District's authorized representative.

Signatures

For the District:

John Friedenbach, General Manager

For RCAA:

Susannah Ferson, Director of Natural Resources Services Division

Artist:
Please write name legibly and sign below

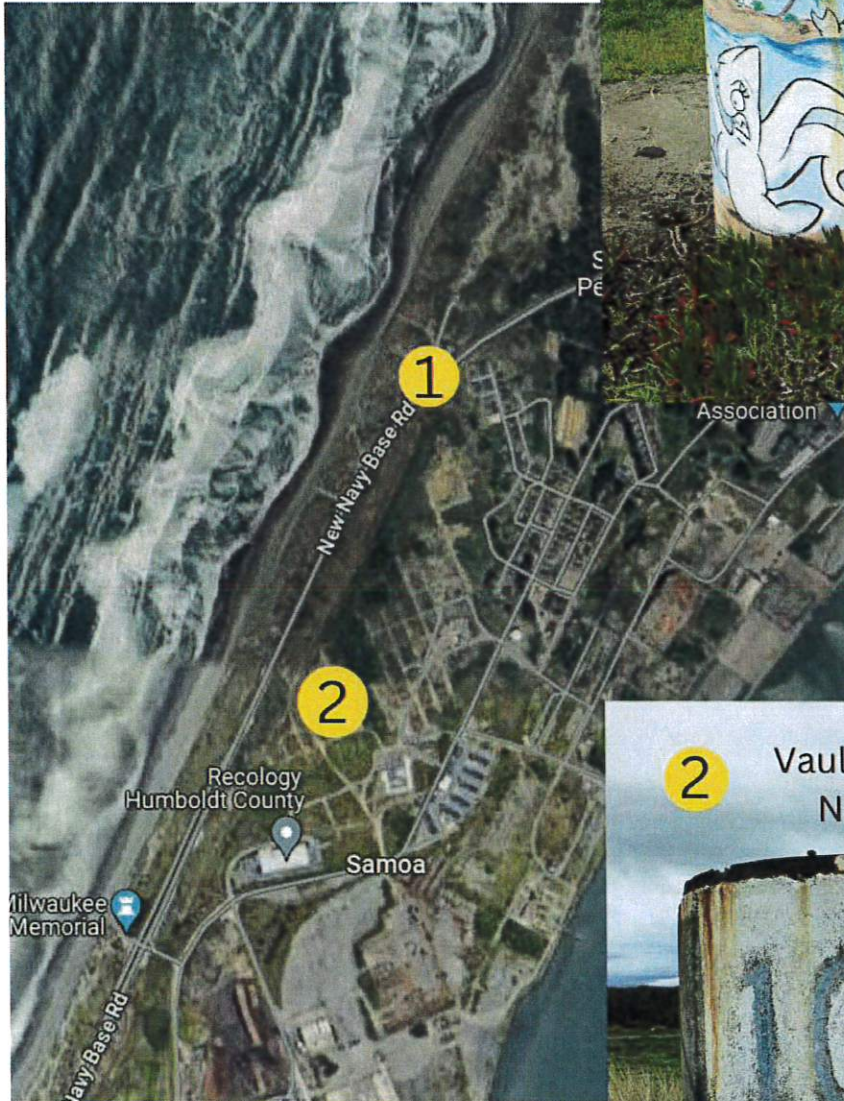
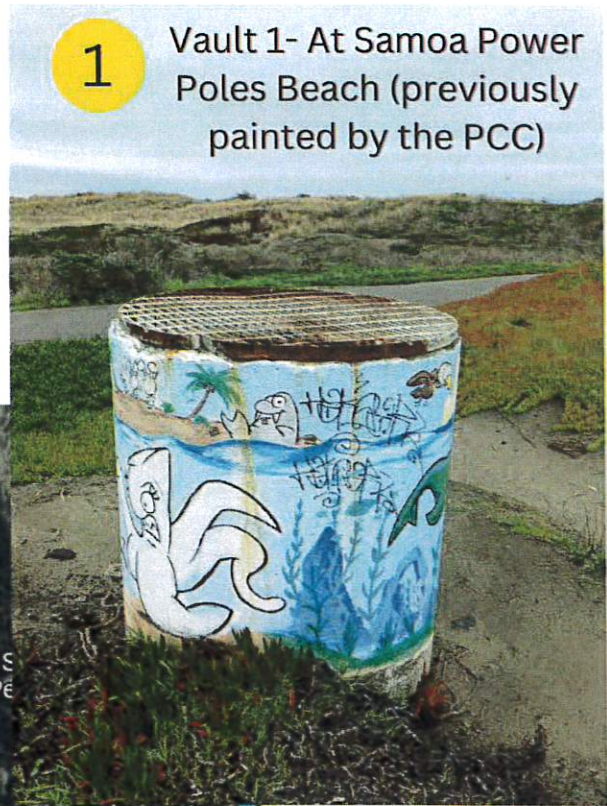
Signature

Print Name: _____

HBMWD concrete vaults, north end of Samoa Peninsula

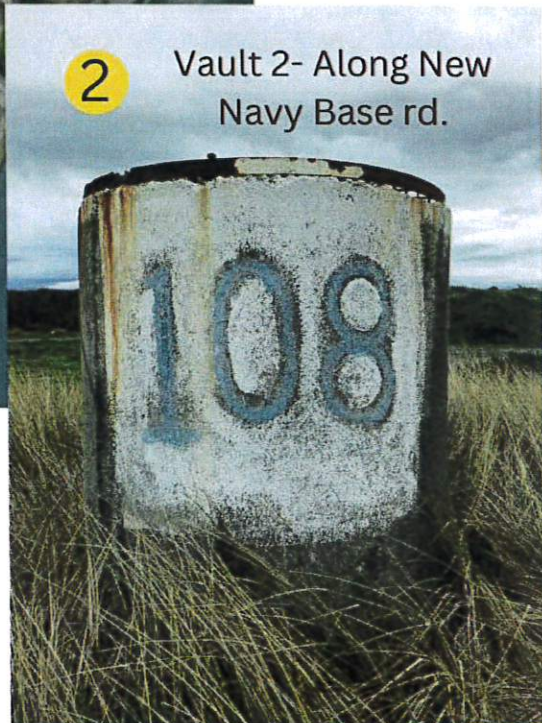
1

Vault 1- At Samoa Power Poles Beach (previously painted by the PCC)

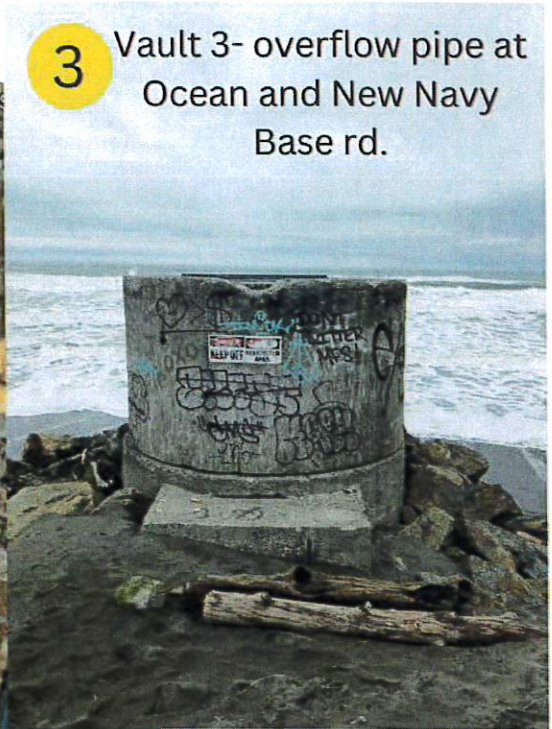


2

Vault 2- Along New Navy Base rd.



HBMWD concrete vaults, south end of Samoa Peninsula



3 Vault 3- overflow pipe at Ocean and New Navy Base rd.



Vault 4- in town of Fairhaven at Duprey & Lincoln

Proposal for Art Murals on the Samoa Peninsula**Prepared by Redwood Community Action Agency for the Humboldt Bay Municipal Water District's Board of Directors' meeting on April 9, 2024****Project description:**

The Humboldt Bay Harbor, Recreation and Conservation District, and Redwood Community Action Agency received funding through the Clean California Local Grant Program to implement the Peninsula Beautification Project. Clean California was established to beautify and clean up local streets and roads, parks, pathways, transit centers, and other public spaces. The Peninsula Beautification Project builds on the work done by the Peninsula Community Collaborative, a resident-based group aimed at improving well-being and safety. One project goal is beautifying public spaces in Manila, Samoa, Fairhaven, and Finnetown. This will partially be achieved by installing a series of murals throughout the Peninsula. This project has funded several murals installed in the Summer of 2023, and many more are planned between now and June 30, 2024 (the project's end date). Completed mural locations include the graffiti tunnel at Power Poles Beach, Redwood Coast Montessori, Manila Community Center, Manila Community Park, and K-rails along New Navy Base Road (see photos below). Forthcoming murals are planned for the fire station in Fairhaven, Peninsula Union, and multiple locations in Samoa.



RCAA would appreciate the opportunity to include three water vaults and one overflow pipe owned by HBMWD in this project. One (the vault at Power Poles beach) was previously painted in 2019 with the PCC project. This mural is in disrepair from ocean weathering and graffiti. The other two values were missed by the PCC in 2019, so RCAA is picking up on the work initiated by the PCC. The last infrastructure RCAA would like to paint is the recently installed overflow pipe along New Navy Base Road, situated right up against the ocean. It is covered in graffiti and would be a great addition to the project. Maps of vault locations and photos are attached.

Graffiti, dumping of trash and abandoned vehicles, and nefarious activity are commonplace occurrences in the Samoa Peninsula. Residents feel it is partly because of the perception that the Peninsula is an unoccupied "no man's land"/ post-industrial

landscape that is not taken care of. Residents seek to improve the community's image and show that people care about and live on the Peninsula. The goal of the Peninsula Beautification project is to create a sense of safety and well-being through litter abatement and murals, with the idea that if a place feels taken care of and protected, illicit activity will be reduced. These murals will cover up graffiti, create beauty, and enhance our natural areas, ultimately reducing illegal activity. RCAA appreciates the Board's consideration of this request.

RCAA staff attended the HBMWD board meeting on March 12 to propose the project and will await Board approval in April.

About the Peninsula Community Collaborative:

About the Peninsula Community Collaborative - The Peninsula Community Collaborative (PCC) is a resident-led group of community members from the neighborhoods of the Samoa Peninsula, including Manila, Samoa, Finnetown, and Fairhaven. The PCC has worked together since 2015 with support from Redwood Community Action Agency (RCAA), which serves as a fiscal sponsor and provider of staff support to organize the PCC's efforts. The PCC currently has funding through the Peninsula Beautification grant.

The PCC has held conversations with more than 400 Peninsula residents and stakeholders to understand community concerns over multiple years. Graffiti is a recurring concern, and the idea of painting the vaults was generated by Fairhaven residents and vetted within the PCC at their monthly meetings. In 2019, in coordination with HBMWD, the PCC led a grant-funded project to paint six vaults on the Samoa Peninsula. It was successful, with resounding community appreciation and support (see photos below).



Mural Installation Process

Materials to be Used—The Artist Will Provide Paint, UV-resistant varnish, and painting supplies (brushes, rollers, cleaning supplies, etc.), intended for long-term outdoor use in a highly sandy, windy, erosive environment.

Funding for Artist Work and insurance—RCAA will pay the artist \$10 per square foot for each mural painted. The artist will provide liability insurance to cover themselves while painting on-site.

Artist Selection Process—In 2023, RCAA released a call for artist submissions for several murals in Manila. This generated significant interest, and while only a few artists were selected, RCAA kept the applications with the intention of placing the higher-scoring applicants with projects. Samoa, Fairhaven, and Manila residents were part of the selection committee. Based on this call for submissions, RCAA has several applicants in mind for the HBMWD vaults. Their applications and the call for artists are attached. Some artists may use the design for the vaults, while some may re-imagine a new design. All designs will have a natural history of the Samoa Peninsula themes. If HBMWD would like to participate in the artist selection, they may do so.

Proposed Timeline — The murals must be completed by June 20, 2024, the grant's end date. The artists may start painting whenever the contract is signed, and the weather permits.

Artist Contract— An example of the artist contract is attached. Once artists have completed designs, they can provide up to two edits of the mural design based on RCAA and the District input. Due to the tight timeline, RCAA requests that the design edits/ approval occur before the May HBMWD board meeting. However, RCAA understands that approval must be granted at the May board meeting and believes the timelines can still be achieved under these circumstances.

Mural Duration—The mural shall remain on the wall for a period of at least five years. If the property is being offered for sale or lease, or a building on the property is being demolished or expanded where the mural is located, or the mural otherwise interferes with the owner's use, occupancy, or control of the property, then at the Owner's sole discretion, the Owner has the right to cancel their agreement with RCAA with six (6) months written notice to RCAA.

Maintenance Expectations—The PCC will remove any graffiti as needed and is feasible.

Peninsula Beautification Mural Project Application

Please fill this out as completely as possible and submit by email to Abixler@rcaa.org by Friday, April 21, 2023, at 5 pm

1. Legal Name: Ashley Rose Moody
2. Alternate name/ artist moniker (if used): Ashley Rose
3. Email: orders@ashleyrosedesigns.net
4. Phone: 707-407-8760
5. Address: 395 Coppini Lane Ferndale, CA 95536
6. Instagram/ Social Media link(s): ashleyrosedesigns2023
7. Website: www.ashleyrosedesigns.net
8. Artist bio – If selected, this bio will be used in the press and elsewhere to promote this project. Please limit your answer to 200 words:

Ashley Rose grew up a farm girl on the coast of Humboldt County; A life in the outdoors surrounded by animals and verdant landscapes left an indelible mark on her creative mind. Always one to eschew processes, formulas, and the expectations of others, Ashley dove headfirst at an early age into a lifestyle immersed in the creative and healing arts. Ashley's studies are inspired by flora, fauna, and the feelings of power and balance instilled by the natural world. In her willingness to accept the ruling of Mother Nature, she seeks to release self and other from abstract desires to control out of fear. There is a playful sense of wild beauty in her work that brings intuitive growth to the observer, with her layered paintings using tactile elements such as crushed gemstones, local dried flowers, and precious metals.

9. Artist experience – What is your experience in creating large-scale pieces of public art? Please limit your answer to 200 words:

In 2019, I completed a 20ft x 10ft piece for a parking garage for the City of Kokomo, Indiana, and a 12ft mural for Strawhouse Resorts in Trinity County, along with a cement water tank along the

Samoa Peninsula. In August 2020, I created a 30ft mural in Henderson Center Eureka, for the Eureka Street Art Festival.

10. Artist vision – What is your vision for the mural you are proposing? What materials/ paints will you use? Please limit your answer to 200 words:

My vision for the artwork on these buildings is “sustainable healing” to be portrayed with a quasi-abstract/ semi-whimsy style of botanicals and mystic florals that grow condensed from the bottom of the building to sparse, wispy foliage growing up, featuring a few garden creatures. Strong roots and foundations to provide the strength we need to be sustained and thrive.

Using a combination of UV friendly acrylic and oil paints, in a palette that is bold but complementing to the surrounding landscape, I will also incorporate glitter I have created from old abalone and urchin shells, and iron pyrite from our rivers.

I’m open to including Montessori students to paint leaves and foliage after the main designs have been blocked in; kids need more art!

11. Artwork samples – Please attach 2-4 images of artwork you have completed. If possible, at least one of the images should be a large-scale piece of art, public art preferred. These images will be used to review applications.

(See attached)

12. Proposed design – Please attach a drawing/ depiction of your proposed design and indicate which building you would like to paint.

I have attached proposals for each building: The Concessions and the Public Restroom.

Thank you very much for your interest!

Attached Works:



ESAF 2020



2019 Strawhouse Junction City, CA

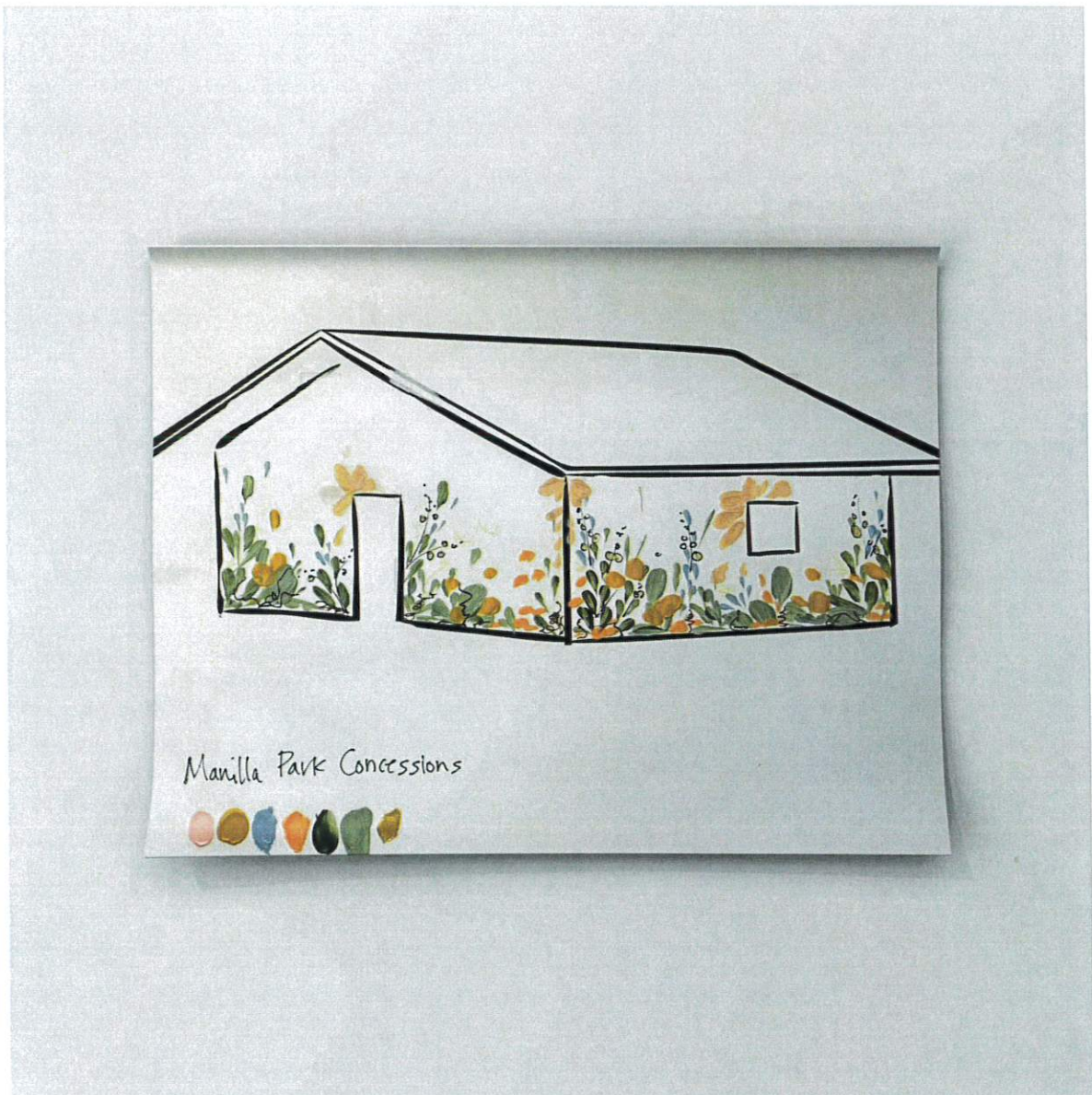


Calypso, 2023



Little Friend, 2022

Proposed Painting Designs





Public Restroom

Manila Park Mural Proposal (Updated 5/6/23)**Manila Park Concessions and Bathroom Building**

1. **Legal Name:** Sophia Levesque
2. **Alternate name/ artist moniker (if used):** Studio Undine (Owner)
3. **Email:** StudioUndine@gmail.com
4. **Phone:** (707)843-9440
5. **Address:** 1964 Peninsula Drive, Arcata CA 95521 (Address says Arcata, but the house is in Manila down the street from the park)
6. **Instagram/ Social Media link(s):** @StudioUndine
7. **Website:** www.sophialevesque.com (password: greentea)
8. **Artist bio – If selected, this bio will be used in the press and elsewhere to promote this project. (...)**

Sophia Levesque is the designer and illustrator behind Studio Undine. Born and raised in Arcata, California, Sophia was constantly in awe of the natural beauty of the powerful Pacific ocean, and redwood forests of Humboldt county. After earning her degree in Apparel Design from California College of the Arts, Sophia went on to work in the industry for seven years before moving back to Manila and focusing on her own business, Studio Undine. Sophia's biggest inspiration for her work comes from life in northern CA, her mixed Latina heritage, love of folklore and striving to leave minimal impact on the planet and our precious resources.

9. Artist experience – What is your experience in creating large-scale pieces of public art? (...)

I went to Arcata High and was part of the Arcata Arts Institute (AAI) where I was lucky enough to assist in several local large scale paintings as well as taking classes in everything from acrylic and watercolor painting to print making and sewing. Although I was part of several indoor murals though school I do not have images of them and they are possibly painted over by more recent students.

Through AAI, and since returning to Humboldt, I have had many local solo shows that required me to make a variety of large paintings within a given timeline. All of my acrylic paintings are large scale as I enjoy playing with movement, utilizing found objects and scrap materials.

I then went on to get my Bachelors of Fine Arts at California College of the Arts (CCA) where I majored in clothing design and went on to be a cooperate designer for companies like Abercrombie and Fitch, The North Face and Athleta which taught me the skills of time management, communication and sticking to deadlines. I utilize these time now with my full time art business, Studio Undine.

Although I have not done a solo Mural of this size, I currently make original design rugs at Studio Undine that require me to trace my ideas with my projector onto a large 6 foot by 6 foot fabric frame. This is a similar processes to transferring designs onto buildings for murals. Locally my business advisor Pen + Pine has done murals and has offered advice if any unforeseen issues occur.

10. Artist vision – What is your vision for the mural you are proposing? What materials/ paints will you use? (...)

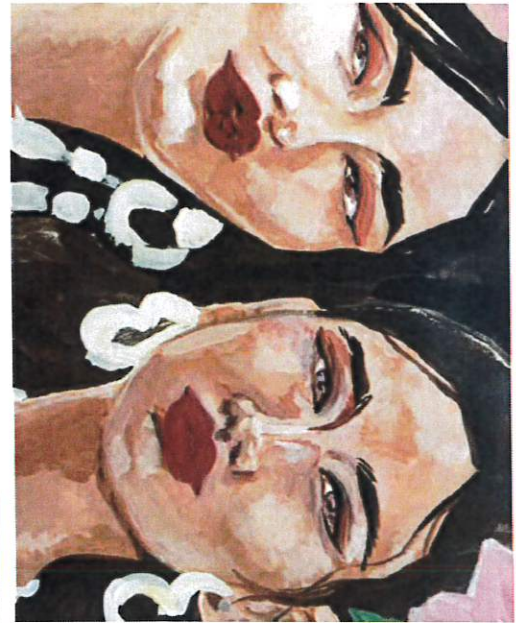
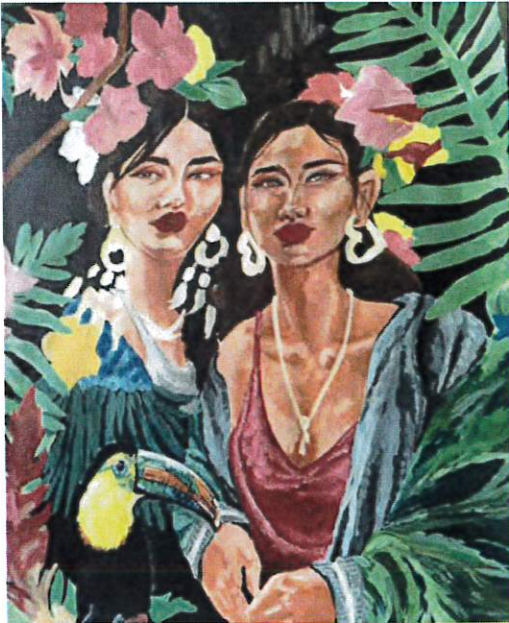
My husband, boarder collie, Moo, and I live in Manila very near the park. We go to the park daily to throw the frisbee to Moo, spend time with our aunt and cousins who live in Manila and even drop our paddle boards into the bay from the park edge. When I saw this location was getting a mural I felt called to do it and have been thoroughly researching what paints to use and how to make public art that is impactful and lasts. Because of this research I would use my projector to project the digital mock up I did on my iPad and then paint with latex house paint before covering in a UV protective coat. The building is not that tall so I would be able to use my own ladder without renting equipment. I am a full time artist living near the project location so time to work on this piece would not be an issue.

Artistically I was inspired by Manila being a small strip of land between fierce ocean and calm bay. Manila is a special community of adventurous, kind people who look out for each other and are connected to nature. With my piece I wanted to create movement, playing with an ocean theme and local wildlife. The kelp is a variety found off our shores, although green in reality, and the tableau of seals sunbathing is common near Trinidad. As the building is sometimes used for concessions I posed the seals playfully around the window to engage the community and kids that frequent the park. I also noted the request for the mural to not cover the walls completely so I utilized negative space with the rock shapes, that while outlined in paint, would themselves be left the color the building already is.

Frequenting the park I know it is a beautiful space on its own so I hoped the blues and corals would compliment the surrounding environment of rich greens. The waves and curved shapes mimic the arching throws of the Frisbee golfers and natural beauty of Humboldt that draw us all to live her. I considered all ages and uses for this piece knowing what a gathering spot it is for all residents.

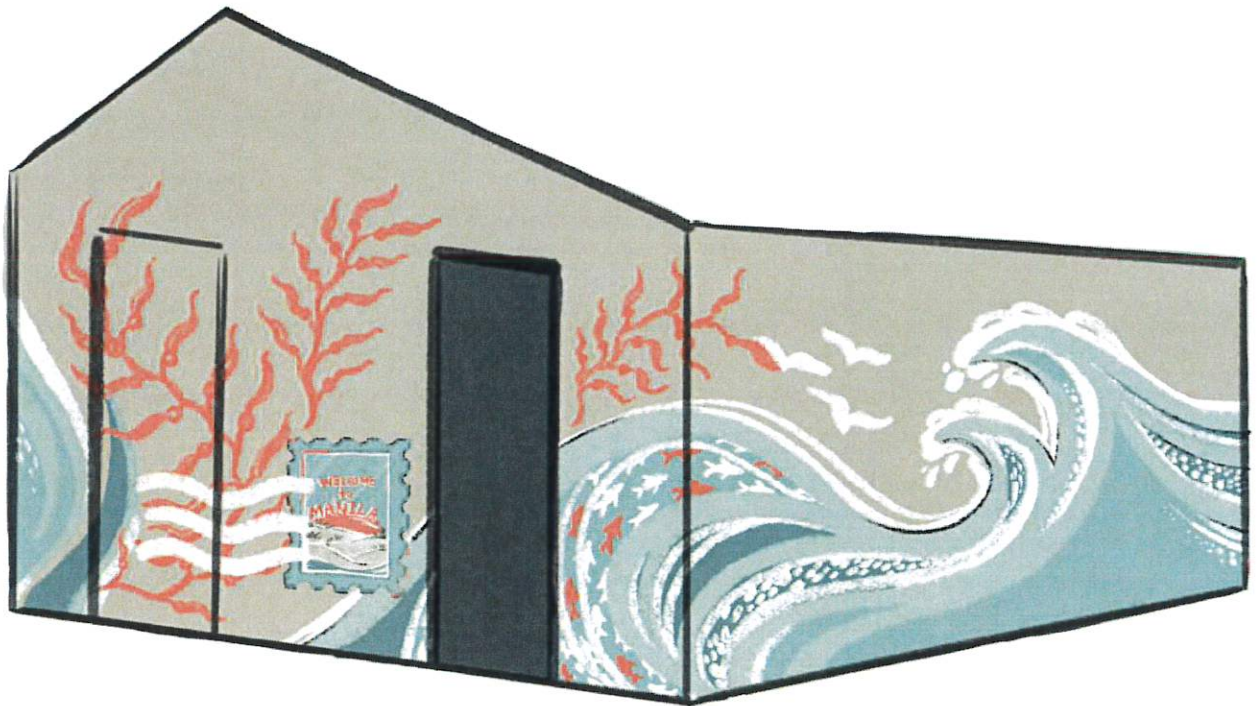
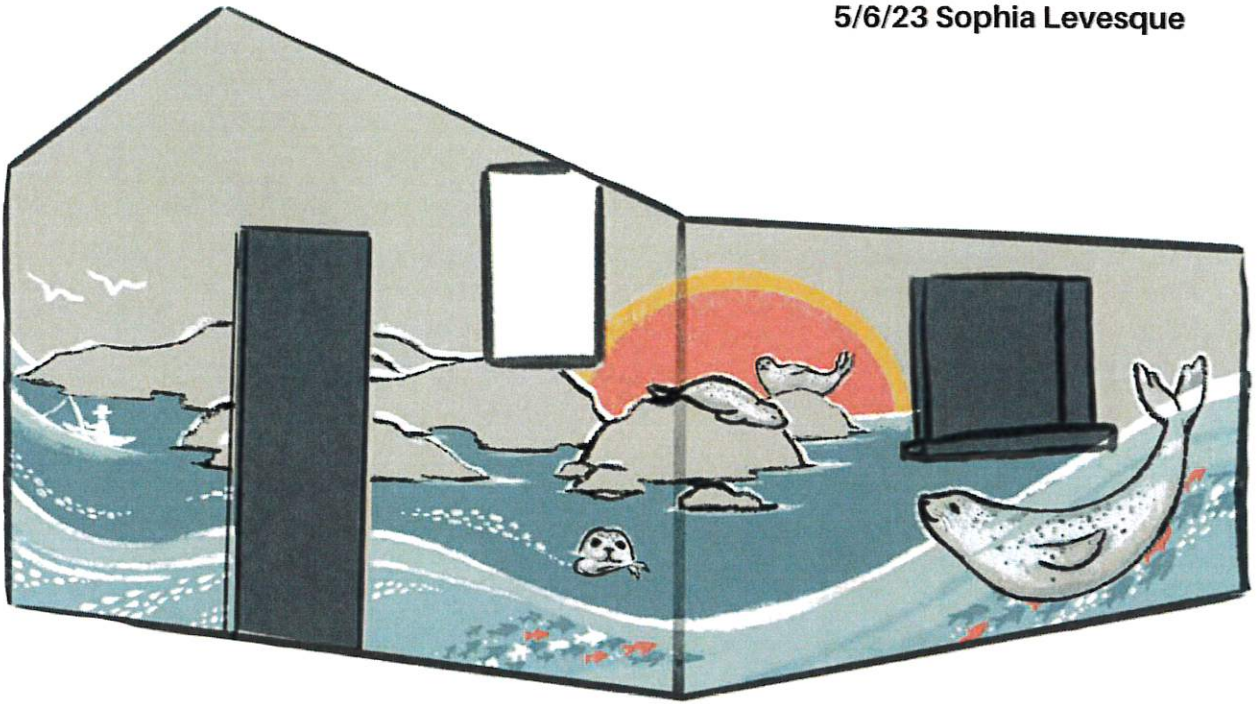
11. Artwork samples – Please attach 2-4 images of artwork you have completed. (...)

Examples of original Paintings done in acrylic paint:



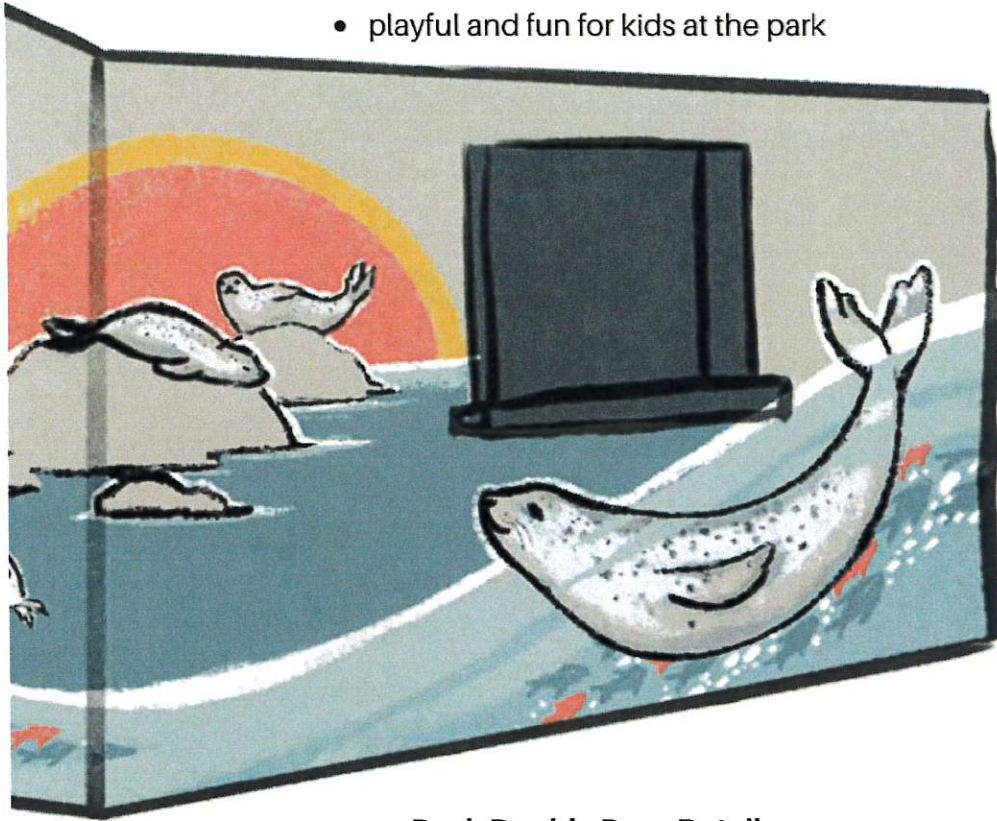
Examples of original Illustrations:





Seal Detail

- frames window when used for events
- playful and fun for kids at the park



Back Double Door Details

- Local type of kelp in bold pop of color
- "Welcome to Manila" postage stamp



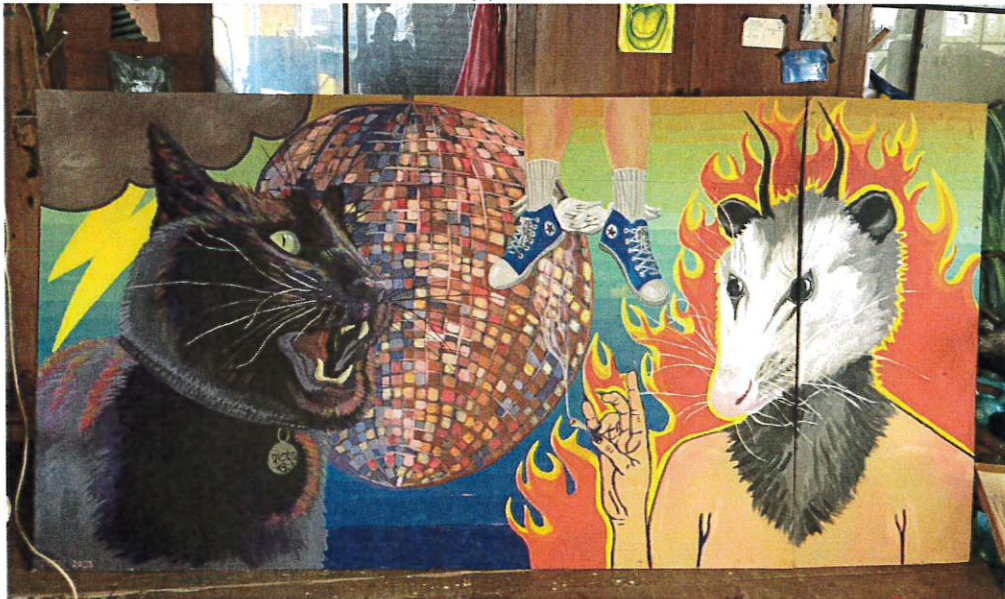
Peninsula Beautification Mural Project Application

Please fill this out as completely as possible and submit by email to Abixler@rcaa.org by Friday, April 21, 2023, at 5 pm

1. Legal Name: Olivia Keller
2. Alternate name/ artist moniker (if used): Tamzen Fox
3. Email: oliviafoxart@gmail.com
4. Phone: 408-455-9005
5. Address: 1427 Sunset Avenue Arcata CA
6. Instagram/ Social Media link(s): @tamzen_fox on instagram
7. Website: none
8. Artist bio – If selected, this bio will be used in the press and elsewhere to promote this project. Please limit your answer to 200 words: Originally from Santa Cruz, Tamzen Fox is a recent graduate from Cal Poly Humboldt and a recipient of the Glen Berry Painting Award. After interning with several local artists and the Eureka Street Art Festival, they began painting murals in 2022. Tamzen likes to use bright colors to paint large scale portraits and the natural world around them.
9. Artist experience – What is your experience in creating large-scale pieces of public art?
Please limit your answer to 200 words: I started learning how to make murals by assisting local artist, Anna Sofia Amezcua in 2021 with an interior 8x10' piece at Faces of the Moon Spa in Old Town Eureka. After that I completed my internship at ESAF in 2022, where we painted a neighborhood kitty mural on the back of a garden shed! I also got to learn from L Star in 2022, when I apprenticed for her. We painted a brick wall that was about 9x40' with exterior housepaints using a pounce pattern method. With that experience, I was able to complete my first solo mural in the fall of 2022, when I designed and painted about 350 square feet of a landscape style mural on the fence behind Coast Central Credit Union. Most recently, I completed a whimsical 5x10' mural on a piece of plywood that serves as a privacy wall in my creative space with exterior house-paints!

10. Artist vision – What is your vision for the mural you are proposing? What materials/paints will you use? Please limit your answer to 200 words: For this project, I would like to honor the vision of the local residents and add a little of my own style. For the background, I used the camouflage image as my inspiration to create a pattern of kelp and leopard sharks. I would use a color palette of mostly greens, browns, and purples. Part of the composition includes a large, close-up portrait of two blue herons, but this is optional. I would love to get to paint one of the buildings on the application, and I can change the placement of the birds accordingly. Please refer to my image at the bottom of the application.

11. Artwork samples – Please attach 2-4 images of artwork you have completed. If possible, at least one of the images should be a large-scale piece of art, public art preferred. These images will be used to review applications.







12. Proposed design – Please attach a drawing/ depiction of what you propose to paint on the concrete vault. By submitting, you agree that the design you have submitted is what you will paint, with no substantive changes. You further acknowledge and agree that the District reserves the right to remove the as-applied artwork in the event the as-applied artwork materially deviates from the proposed design. The District shall make this determination in its sole discretion, and its decision shall be final.



Thank you very much for your interest!

Artists will provide their own high-quality outdoor paint, primer, and painting tools at their own expense. Once the mural is completed, the artist must apply a UV-resistant, protective clear coat to each mural once the artists are finished.

Each selected artist will be paid \$10 per square foot of mural and must supply their own materials as well as arrange their own transportation to/ from the vault site. Artists must submit a W9 form and an invoice to receive payment, and payment will take 3-4 weeks on average but could take up to 6 weeks. Submitting a W9 in advance and submitting an invoice quickly upon completion will greatly expedite payment.

Peninsula Beautification Mural Project Application

Please fill this out as completely as possible and submit by email to Abixler@rcaa.org by Friday, April 21, 2023, at 5 pm

1. Legal Name: Tony Diaz
2. Alternate name/ artist moniker (if used): Ripe Mind
3. Email: Ripeminddesigns@gmail.com
4. Phone: (707) 599-3051
5. Address: 2285 Eastern Ave Arcata CA
6. Instagram/ Social Media link(s): @ripe_mind
7. Website: www.ripeminddesigns.com
8. Artist bio – If selected, this bio will be used in the press and elsewhere to promote this project. Please limit your answer to 200 words: My artistic practice started at a very young age when I would create and build different worlds out of pencil and markers. Those years were a jump start for my imagination and kept my brain turning and drawing until I could finally evolve and match my thoughts with my ability. I have always been drawn to different realms and realities with mythology, folklore and stories and in that essence I like to include all sorts of different aspects, Easter eggs and hidden stories in my paintings. I have been painting murals since 2019 and in that amount of time have traveled around the US to paint (Portland, Memphis, Michigan, Texas to name a few) and have also painted a total of 6 murals in New Zealand. My practice originates with my illustration and when I m not painting I am creating band gig/tour posters (Morgan Wallen, Nathaniel Rateliff, California Honeydrops some examples) and I am also working remotely for Innova the disc golf company designing stamps for tournaments, pros and just for the public. So I am very comfortable with pencil to paper, digital work and printmaking.

9. Artist experience – What is your experience in creating large-scale pieces of public art? Please limit your answer to 200 words: **I have been painting murals since 2019 and in that amount of time have traveled around the US to paint and have also painted a total of 6 murals in New Zealand. I have been a part of mural festivals in Eureka, Memphis, Flint Michigan, New Zealand, and Beaumont Texas. In Humboldt alone you can find murals of mine behind the Arcata Theatre lounge, outside of Picky Picky Picky in Eureka, The Local Cider Bar and Humboldt Slice of Pie's bathrooms, The Water Store, and outside of Humboldt Exchange in Arcata.**

10. Artist vision – What is your vision for the mural you are proposing? What materials/ paints will you use? Please limit your answer to 200 words: **My vision will include many elements that come together to create a story for the viewer. I intend to use colors that pop and dance around when the sun rises and sets. I am a bucket painter and would use exterior paint.**

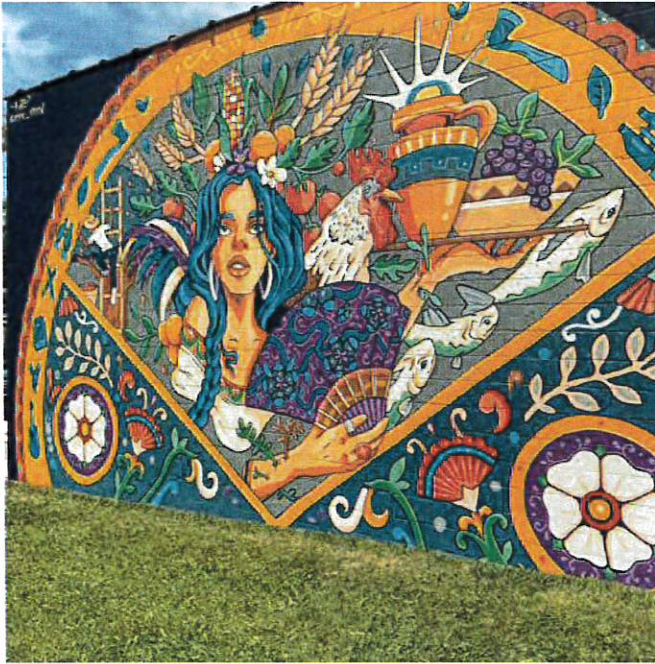
11. Artwork samples – Please attach 2-4 images of artwork you have completed. If possible, at least one of the images should be a large-scale piece of art, public art preferred. These images will be used to review applications.



Beaumont Mural Festival Beaumont, TX 2023

25' x 65'

5 days



Flint Public Art Project Flint, MI 2022

20' x 40'

5 days



BOON Street Art Festival Hamilton, NZ 2022

20' x 30'

5 days



South Sea Spray Invercargill,
NZ 2022

3 days

15' x 25'

12. Proposed design – Please attach a drawing/ depiction of what you propose to paint on the concrete vault. By submitting, you agree that the design you have submitted is what you will paint, with no substantive changes. You further acknowledge and agree that the District reserves the right to remove the as-applied artwork in the event the as-applied artwork materially deviates from the proposed design. The District shall make this determination in its sole discretion, and its decision shall be final.

In my experience I charge for all renderings of the mural, but if chosen I would create the depiction quickly. I hope my work speaks for itself and I know I would come up with something everyone will love.

I reckon I would rather paint the Manila park concessions and bathroom rather than the multi door restrooms because the surface of the lower half of the restrooms looks like it might be well suited with someone who uses spray paint rather than myself as a brush painter.

I believe that I would paint a scene in my style of local wildlife and flora that surrounds our marsh and beach areas of Manila. Specifically I'm not sure what I would pick but maybe blue or green heron, pelicans, wood ducks, mallards, wrens , spruce trees, ferns, cattails, thimbleberrys, blackberrys, azaleas and possibly a garter snake, dragon flies and swallow tailed butterflies. These are just thoughts from living down the street here in Arcata. I would have my image cohesively wrap around the building with natural tones but also bold and bright. I hope this sets a better scene of what I am imaging to do. If picked then I can share my renderings before I start for any feed back and thoughts as well.

Thank you very much for your interest!

H.B.M.W.D. APR 04 2024



HUMBOLDT

Local Agency Formation Commission

670 9th Street, Suite 5, Arcata, CA 95521
 (707) 445-7508 / (707) 825-9181 fax
www.humboldtlafo.org

Please note that our address has changed:
****Humboldt LAFCo, 670 9th Street, Suite 5, Arcata, CA 95521****

Date: April 5, 2024
 To: Board of Directors of Independent Special Districts
 From: Colette Santsche, Executive Officer
Subject: OFFICIAL BALLOT – Independent Special District Election

The term of office for one (1) regular special district member on LAFCo expires on June 30, 2024. All terms are four years and end on June 30. There are no term limits.

Current Special District Terms

Designation	Current Member	Term of Office (ends on June 30)
Regular Member	Debra Lake, Fruitland Ridge Fire Protection District	2020 - 2024
Regular Member	Troy Nicolini, Peninsula Community Services District	2022 - 2026
Alternate Member	Heidi Benzonelli, Humboldt Community Services District	2022 - 2026

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

Previously, a request for nominations was sent on January 26, 2024, which provided for the opportunity for independent special district boards to nominate candidates to fill the special district member vacancies. The nomination period ended on March 29, 2024.

Enclosed is an official ballot to elect one candidate to serve as a regular special district member on LAFCo with a term beginning on July 1, 2024 and expiring June 30, 2028.

Please mark selection directly onto the ballot, voting for no more than one (1) candidate. **Ballots must be returned to LAFCo, 670 9th Street, Suite 5, Arcata, CA 95521 on or before 5:00 p.m. on June 7, 2024.**

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

If you have any questions, please contact LAFCo staff at colettem@humboldtlafo.org or you can leave a voicemail at (707) 445-7508.

Election Schedule

LAFCo call for nominations letter mailed	Friday, January 26, 2024
Nominations due to LAFCo	By 5:00 p.m., Friday, March 29, 2024
Ballots mailed from LAFCo via certified mail	No later than Friday, April 5, 2024
Election Day – Ballots due to LAFCo	By 5:00 p.m., Friday, June 7, 2024
Election results mailed from LAFCo	No later than Friday, June 14, 2024

Independent Special Districts

- | | |
|---|--|
| Big Lagoon Community Services District | Arcata Fire Protection District |
| Briceland Community Services District | Blue Lake Fire Protection District |
| Carlotta Community Services District | Briceland Fire Protection District |
| Fieldbrook-Glendale Community Services District | Bridgeville Fire Protection District |
| Humboldt Community Services District | Ferndale Fire Protection District |
| Loleta Community Services District | Fruitland Ridge Fire Protection District |
| Manila Community Services District | Garberville Fire Protection District |
| McKinleyville Community Services District | Humboldt No. 1 Fire Protection District |
| Miranda Community Services District | Kneeland Fire Protection District |
| Orick Community Services District | Myers Flat Fire Protection District |
| Orleans Community Services District | Petrolia Fire Protection District |
| Palmer Creek Community Services District | Redway Fire Protection District |
| Patrick Creek Community Services District | Rio Dell Fire Protection District |
| Peninsula Community Services District | Salmon Creek Fire Protection District |
| Phillipsville Community Services District | Telegraph Ridge Fire Protection District |
| Redway Community Services District | Willow Creek Fire Protection District |
| Riverside Community Services District | |
| Scotia Community Services District | Humboldt Bay Harbor, Recreation and
Conservation District |
| Weoff Community Services District | Humboldt County Resource Conservation
District |
| Westhaven Community Services District | North Humboldt Recreation and Park District |
| Willow Creek Community Services District | Southern Humboldt Community Healthcare
District |
| Alderpoint County Water District | Fortuna Cemetery District |
| Hydesville County Water District | Petrolia Cemetery District |
| Jacoby Creek County Water District | |
| Humboldt Bay Municipal Water District | |
| Garberville Sanitary District | |
| Resort Improvement District No. 1 | |



**OFFICIAL BALLOT
INDEPENDENT SPECIAL DISTRICT ELECTION
REGULAR MEMBER**

Mark selection directly onto the ballot, voting for no more than one (1) candidate. Ballots must be returned to the LAFCo office at 670 9th Street, Suite 5, Arcata, CA 95521 on or before 5:00 p.m. on June 7, 2024.

Name of District: _____

Address: _____

Telephone: _____

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

HEIDI BENZONELLI
Sponsor: Humboldt Community Services District

DAVID COUCH
Sponsor: McKinleyville Community Services District

The Board hereby selects the above candidate to fill the term beginning on July 1, 2024 and expiring on June 30, 2028, as a regular special district member of the Humboldt Local Agency Formation Commission.

Board action taken on the _____ day of _____, 2024, by the following vote:

AYES: _____

NOSE: _____

ABSTAIN: _____

ABSENT: _____

DISTRICT REPRESENTATIVE:

Signature

Printed Name / Title

ENGINEERING

Humboldt Bay Municipal Water District

To: Board of Directors
From: John Friedenbach
Date: April 11, 2024

Re: Engineering Construction Management Contract Award – 3 Tanks Seismic Retrofit Project

Discussion

As the Board is aware, the District received a FEMA Hazard Mitigation Grant, DR4344-0040, for the seismic retrofit of the District's three water storage tank reservoirs – 2 at the TRF and 1 industrial tank on the Samoa Peninsula. Under our Federal procurement procedures, an initial RFQ was published on January 4, 2024 with a submittal date of February 8, 2024. No responses were received. After consultation with CalOES and FEMA, a second RFQ solicitation was published on February 16, 2024 with a submittal date of March 14, 2024. The District received two responses to the second solicitation. An SOQ review team was assembled and completed their review on March 19, 2024 with their recommendation to select Albat of Sacramento as the preferred respondent. In accordance with our procurement policy, staff began to negotiate the price for a contract for construction management services with Albat for the Project.

Staff completed its negotiation for construction management fees with Albat for the Project. The negotiations resulted in a \$26,856 reduction in fees from their initial quote for Albat's service with resulting construction management fees totaling \$336,642.

Staff Request

Staff recommends that the Board authorize a contract with Albat of Sacramento for professional services for the 3 Tanks Seismic Retrofit Project Construction Management in the amount of \$336,642, and direct staff to prepare and execute the necessary contract.



March 14, 2024

Humboldt Bay Municipal Water District
828 7th Street
Eureka, CA 95501-1114

**Section 1
Cover Letter**

Subject: Request for Qualifications (RFQ) - Reservoirs Seismic Retrofit Project (3 Tanks) Samoa Peninsula and Korblex, California

To Whom It May Concern:

We are pleased to submit a robust team in response to the Humboldt Bay Municipal Water District (District's) request for bid period assistance and construction management services for the Reservoirs Seismic Retrofit Project (3 Tanks) - Samoa Peninsula and Korblex, California. We have put together a team that we believe provides the agility, strength, and capability of meeting your needs and expectations.

Small Business Dedicated to the District's Success

Albat is a certified DBE/SBE business with a multi-dimensional and experienced team based out of Sacramento and currently working with Humboldt County to provide services on public works projects. Our goal is to bring the best value and expertise possible to the District. As such, we are presenting to you a team that can fill multiple roles effectively and have done so by working together on various contracts and projects. Our team enjoys working together and is passionate about the work that we do. Additionally, we bring years of materials engineering and special inspection experience including certified welding inspectors (CWI's), non-destructive testing (NDT) inspectors, AMPP (formerly NACE) coatings inspectors and American concrete institute (ACI) inspectors. We believe our certified inspection staff will prove to be invaluable on this project and we look forward to teaming with the District.

Experienced Project Manager

Justin Palmaymesa, PE, CWI, NACE II, ACI, PCI III, QSD has performed in many roles from contractor and precast fabricator to inspector, resident engineer and project manager. His background as a structures inspector, and structural materials engineer is why we have chosen him as our Project Manager for this project. Justin's experience includes structural steel welding inspection, structural steel coatings inspection, and reinforced concrete construction. Justin's capabilities as a structure representative, materials engineer, inspector, and project manager will be an asset to the District and he will work with you to ensure that all special inspection and project requirements are met with confidence.

Conclusion

We are appreciative of the opportunity to provide you with the qualifications of our firm. We are passionate about improving our local neighborhoods and look forward to the opportunity of providing professional services for the District. The team we have presented to you is incredibly skilled and showcases our commitment to providing high-quality services to the District. As a principal of the firm, I have the authority to negotiate on behalf of and bind the firm. If you have any questions regarding our proposal, please feel free to contact me.

Sincerely,

Albat

Justin Palmaymesa, PE, CWI, NACE II, ACI, PCI III, QSD
Vice President
(209) 815-1217
justin@albat.co

**Humboldt Bay Municipal Water District - Korblex
Siesmic Tank Retrofit**

Albat

Name/Classification	1st Shift Hourly Billing Rates				Effective Date		Hours by Task						Estimate by Task		
	Straight	OT	DT	From	To	Precon	Construction	Closeout	Precon	Construction	Closeout	Precon	Construction	Closeout	
															Precon
Justin Palmaymesa, PE Project Manager	\$215.05	\$215.05	\$215.05	4/1/2024	12/31/2024	8	24	8	\$ 1,720.40	\$ 5,161.20	\$ 1,720.40	\$ 1,720.40	\$ 5,161.20	\$ 1,720.40	\$ 8,602.00
Nathaniel Steen, PE Resident Engineer	\$232.55	\$232.55	\$232.55	4/1/2024	12/31/2024	20	120	20	\$ 4,651.00	\$ 27,906.00	\$ 4,651.00	\$ 4,651.00	\$ 27,906.00	\$ 4,651.00	\$ 37,208.00
Dean Wyley, PE Technical Expert	\$253.00	\$253.00	\$253.00	4/1/2024	12/31/2024	20	30	10	\$ 5,060.00	\$ 7,590.00	\$ 2,530.00	\$ 5,060.00	\$ 7,590.00	\$ 2,530.00	\$ 15,180.00
Aaron Schoeman Construction Inspector	\$215.05	\$257.55	\$300.05	4/1/2024	12/31/2024	0	600	20	\$ -	\$ 129,030.00	\$ 4,301.00	\$ -	\$ 129,030.00	\$ 4,301.00	\$ 133,331.00
Eric Sisneros Construction Inspector	\$189.75	\$227.25	\$264.75	4/1/2024	12/31/2024	0	30	0	\$ -	\$ 5,692.50	\$ -	\$ -	\$ 5,692.50	\$ -	\$ 5,692.50
Ken Riley Construction Inspector	\$189.75	\$227.25	\$264.75	5/1/2020	12/31/2020	0	30	0	\$ -	\$ 5,692.50	\$ -	\$ -	\$ 5,692.50	\$ -	\$ 5,692.50
Total									\$11,431.40	\$ 181,072.20	\$ 13,202.40	\$ 11,431.40	\$ 181,072.20	\$ 13,202.40	\$ 205,706.00

- 1) Hourly rates include vehicle, mobile phone, laptop, and camera.
- 2) Rates subject to escalation based on prevailing wage rate determinations on 7/1/2024.
- 3) Construction inspection activities are subject to prevailing wage requirements.

Humboldt Bay Municipal Water District - Samoa Siesmic Tank Retrofit

Albat

Name/Classification	1st Shift Hourly Billing Rates			Effective Date		Hours by Task			Estimate by Task			
	Straight	OT	DT	From	To	Precon	Construction	Closeout	Precon	Construction	Closeout	
Justin Palmaymesa, PE <i>Project Manager</i>	\$215.05	\$215.05	\$215.05	4/1/2024	12/31/2024	4	12	4	\$ 860.20	\$ 2,580.60	\$ 860.20	\$ 4,301.00
Nathaniel Steen, PE <i>Resident Engineer</i>	\$232.55	\$232.55	\$232.55	4/1/2024	12/31/2024	10	60	10	\$ 2,325.50	\$ 13,953.00	\$ 2,325.50	\$ 18,604.00
Dean Wyley, PE <i>Technical Expert</i>	\$253.00	\$253.00	\$253.00	4/1/2024	12/31/2024	20	10	10	\$ 5,060.00	\$ 2,530.00	\$ 2,530.00	\$ 10,120.00
Aaron Schoeman <i>Construction Inspector</i>	\$215.05	\$257.55	\$300.05	4/1/2024	12/31/2024	0	400	20	\$ -	\$ 86,020.00	\$ 4,301.00	\$ 90,321.00
Eric Sisneros <i>Construction Inspector</i>	\$189.75	\$227.25	\$264.75	4/1/2024	12/31/2024	0	20	0	\$ -	\$ 3,795.00	\$ -	\$ 3,795.00
Ken Riley <i>Construction Inspector</i>	\$189.75	\$227.25	\$264.75	5/1/2020	12/31/2020	0	20	0	\$ -	\$ 3,795.00	\$ -	\$ 3,795.00
									\$ 8,245.70	\$ 112,673.60	\$ 10,016.70	\$ 130,936.00

Total

- 1) Hourly rates include vehicle, mobile phone, laptop, and camera.
- 2) Rates subject to escalation based on prevailing wage rate determinations on 7/1/2024.
- 3) Construction inspection activities are subject to prevailing wage requirements.

SECTION 01.01.1 PAGE NO. 4

GAVIN NEWSOM
GOVERNOR



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

NANCY WARD
DIRECTOR

3/25/2024

John Friedenbach
General Manager
Humboldt Bay Municipal Water District
828 Seventh Street
Eureka, CA 95502-1114

Subject: Time Extension Approval # 3
FEMA-4344-DR-CA, October 2017 California Wildfires
Cal OES PJ0040, FEMA 010, Reservoirs Seismic Retrofit
Subrecipient: Humboldt Bay Municipal Water District, FIPS: 023-91000

Dear John Friedenbach:

The California Governor's Office of Emergency Services (Cal OES) received your letter on March 8, 2024, requesting a subaward Period of Performance (POP) time extension from March 30, 2025 to March 30, 2026 for completion of the project referenced above. Cal OES reviewed the project history and determined the time extension is warranted based on the factors listed in your letter.

In accordance with FEMA's 2015 Hazard Mitigation Assistance (HMA) Guidance, Cal OES is unable to approve a time extension beyond the current disaster grant (POP), which is September 5, 2025. Cal OES approves your time extension to September 5, 2025. The approved budget and scope of work remain unchanged for this project.

The approved project period of performance includes a three-month period to process the closeout of this subgrant. All work defined in the approved scope of work must be completed not less than 90 days prior to the approved project period of performance. All reimbursement claims and subgrant closeout documentation must be submitted to the CalOES Hazard Mitigation Grants Division (HMGD) no later than 30 days prior to the approved project period of performance.



3650 SCHRIEVER AVENUE • MATHER, CA 95655
RECOVERY SECTION • HAZARD MITIGATION ASSISTANCE BRANCH
PHONE: (916) 328-7450 • EMAIL: HMA@CALOES.CA.GOV
www.CalOES.ca.gov

John Friedenbach
3/25/2024

Page 2

Approved period of performance (POP): September 5, 2025
Scope of work completion date: June 7, 2025
Closeout documents and reimbursement claims due to CalOES-HMGD:
August 6, 2025

If you have any questions, please contact Christine Lacey, Regional Manager,
at (916) 328-7765 or Christine.Lacey@CalOES.ca.gov.

Sincerely,

DocuSigned by:

A3D0570FCC0B41B...
ROBYN FENNIG
State Hazard Mitigation Officer

Enclosure(s)

cc: Robert McCord, Hazard Mitigation Branch Chief, FEMA Region IX
Emily Baumgartner, Sr. Grants Management Specialist, FEMA Region IX
Steven Scott, Financial Management Specialist, FEMA Region IX

Request for Information Questions

Project Number	HMGP 4407-701-099
Sub-Applicant	Humboldt Bay Municipal Water District
Project Name	HBMWD Collector Mainline Redundancy Project
Project Summary	<p>The Humboldt Bay Municipal Water District proposes to complete a Phase I geotechnical investigation and design to support the construction of a redundant 24-inch water pipeline to the TRF and the rerouting of the 24-inch raw water pipeline from Collectors 1, 3, and 4. Phase I of the project would include a geotechnical investigation and topographic survey to facilitate preliminary engineering design. The geotechnical investigation includes four geotechnical borings. These borings would measure 4 to 6 inches in diameter and would reach a maximum depth of 50 feet. Each would be excavated using a truck-mounted drill rig. The proposed geotechnical investigations would result in soil disturbance for the installation of the proposed borings. Soil disturbance would occur in previously disturbed areas. Boring 1 would be excavated adjacent to a paved road (West End Road) within the road shoulder; Boring 2 would be in the backyard of a private residence, and aerial imagery from 2005 indicates that the area had been previously graded and used as an informal turnaround for vehicles or equipment; Boring 3 would be in a previously graded area adjacent to a gravel access road on District property; and Boring 4 would be excavated at the TRF facility in a previously disturbed area. Staging would occur adjacent to each boring and access would be along paved or gravel roads, except Boring 2, where the drill rig would access the bore location via the track lain across the lawn. There are no demolition activities proposed under the Phase I scope. No site preparation such as grading, grubbing, or vegetation is required. Phase I would also include preliminary land/right-of-way documentation and research to inform the design of the project.</p> <p>The Humboldt Bay Municipal Water District proposes a Scope of Work change (SOW change to their original grant submission pertaining to their Phase 1. This includes the following:</p> <ul style="list-style-type: none"> • Seismic refraction (SR) and electrical resistivity (ER) geophysical surveys at the TRF site to aid in constraining the location of the fault • New geotechnical mapping at the TRF site • Multi-channel analysis of surface waves (MASW) geophysical surveys at the Essex site • One additional boring (in addition to the four originally proposed) at the TRF site, with inclinometer installation, and adjustments to the locations and depths of the four originally proposed borings • Excavation of 1-2 trenches at the TRF site • Two borings at the Essex Site • Additional ground surveys • Laboratory testing of geotechnical samples

Request for Information (RFI) Questions

1. Confirm the scope of work (SOW) created November 10, 2023, is the most up-to-date description of the work to be implemented. If there have been any changes or additional work since that time, please provide a detailed description of proposed scope changes and work conducted.
2. Please confirm whether the project area boundaries shown in Attachment 1—Plates includes the full extent of work areas and all areas potentially subject to ground disturbance and vegetation removal. Provide the estimated acreage or square footage of the project footprints. Per the Attachment 1—Plates, a map indicates a project area totaling approximately 515,849.44 square meters situated around the Turbidity Reduction Facility (TRF); however, the Essex Control Building (ECB), including its associated geotechnical borings, is located approximately 450 meters east of the project boundary. Please clarify.
3. Please verify that there will be no demolition activities proposed under the Phase 1 Scope.
4. Confirm that there will be seven (7) geotechnical borings. In addition, please provide latitude/longitude coordinates (decimal degrees), a GIS shapefile, or a kmz file for all proposed geotechnical borings.
5. Confirm that there will be two (2) trenches dug in association with this project. In addition, please provide the limits (beginning and ending latitude/longitude coordinates) for the trench as well as the maximum length, width, and depth of each. The map provided in Attachment 1—Plates does not include measurements or specific locations of the trenches.
6. Please describe the location and the maximum horizontal and vertical extents of any ground disturbing activities that may be required to support all work associated with Phase 1 of the project (e.g., vegetation grubbing or removal, overland travel/installation of new access routes for trucks or equipment, etc.) For example, there are areas identified in Attachment 2—Photos of Exploration Areas, but they do not have measurements (such as horizontal and vertical extents) or locations (such as latitude/longitude coordinates).
7. Please confirm whether all geotechnical borings and trenches are in previously disturbed areas. If some testing locations will be in undisturbed native soils, please highlight those locations.
8. Describe the vehicles and equipment to be used (number and type), and how/where vehicles, equipment and personnel will access the project area. Based on the document "Attachment 3—Photos of Typical Exploration Equipment" a Truck mounted excavator and a Rubber Tire Backhoe are indicated. Per the previous RFI it was stated that "there will likely be one or two pick-up trucks and a medium sized drilling rig required for geotechnical investigation." Please clarify. Please confirm these borings will be excavated using a truck-mounted drill rig.
9. Please confirm if the tree removal area indicated in Attachment 1—Plates and any other locations associated with the project area part of your Hazard Mitigation Grant Proposal (HMGP) Phase 1 project. In your previous RFI response dated February 25, 2021, your response to question 7 stated: " No trees will be required to be trimmed or removed during Phase One activities. Therefore, no potential impacts to the northern spotted owl or other

birds is anticipated." Please clarify.

If trees were removed as part of the Phase 1 project, please provide the location and coordinates of all trees removed. In addition, please describe the following: when (date, month, or season), why (reason) and method (e.g., dragged, skidded or lifted/hailed offsite, hand tools etc.) for removal. Please explain if the rootballs were removed and if removed, the method by which they were removed.

10. Please confirm that the proposed seismic refraction (SR) and electrical resistivity (ER) geophysical surveys located within the Phase 1 project area will not require additional ground disturbance or tree removal. If these surveys will require ground disturbance or tree removal, please provide the coordinates and the maximum horizontal and vertical extents of any ground disturbing activities.
11. Please indicate what permits are anticipated to support the project (e.g., USFWS, CDFW etc.) and describe any permit coordination that has been completed to date.
12. Per the previous RFI (dated February 20, 2021), it was indicated that there have been two (2) cultural resource surveys (Korblex Water Treatment Plant Site Cultural Resources Letter and the Cultural Resources Investigation Report for the HBMWD 12 kV Switchgear Relocation Project). If available, please provide any additional cultural resource or consultation documentation for the project area – for instance, a cultural resources study prepared for this project.
13. Please confirm there are still no biological surveys for the project area.
14. Please provide more information and context about the statement "Additional ground surveys" as referenced in "Attachment 5—Budget Narrative.

FINANCIAL

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



BANK ACCOUNT BALANCES AT MONTH-END

March 31, 2024

March 31, 2023

GENERAL ACCOUNTS

1. US Bank - General Account	1,353,615.41	4,888,604.25
2. US Bank - Xpress BillPay/Electronic Payments Account	6,873.21	6,018.81
<i>Subtotal</i>	1,360,488.62	4,894,623.06

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	905,302.45	977,256.20
<i>Contributions = \$800,000 Disbursements = \$166,619</i>		
6. L. A. I. F Account - MSRA Reserve Account	464,745.76	449,429.65
7. CalTRUST - Restricted Inv. Account (Medium Term)	1,766,975.42	1,706,879.34
8. CalTRUST - DWFP Reserve Account (FedFund)	-	246,968.76
9. CalTRUST - ReMat Account (LEAF Fund)	-	1,210,678.93
10. CalTRUST - General Reserve Account (Short-Term)	4,653,442.50	2,419,106.04
<i>Total CalTRUST Accounts</i>	<i>6,420,417.92</i>	<i>5,583,633.07</i>
11. California CLASS - DWFP Reserve Account	258,637.35	-
12. California CLASS - ReMat Reserve Account	1,512,838.65	-
13. California CLASS - General Reserve Account	602,310.75	-
<i>Total California CLASS Accounts</i>	<i>2,373,786.75</i>	-
14. Humboldt County - SRF Loan Payment Account	282,763.62	(129,600.34)
15. Humboldt County - 1% Tax Account	758,085.51	1,142,833.63
16. Inactive Humboldt County Investment Accounts	143.80	289,840.02
17. Principle Investment Account	46,089.54	39,686.88
<i>Subtotal</i>	11,251,335.35	9,067,010.39

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	12,639,473.97	13,989,283.45
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HUMBOLDT BAY MUNICIPAL WATER DISTRICT
STATEMENT OF FUND BALANCES - PAGE 2 OF 2



FUND BALANCES AT MONTH-END

March 31, 2024

1, 2023

RESTRICTED FUNDS - ENCUMBERED

1. Prior-Year Price Factor 2 Rebate	(5,814.25)	(7,279.85)
2. Prior-Year Restricted AP Encumbrances	(612,880.00)	(30,969.00)
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	(698,898.17)	(1,159,966.44)
7. Advanced Charges - Redundant Pipeline	(387,782.70)	(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	-	(22,627.55)
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	(375,949.04)	(202,750.03)
<i>Subtotal</i>	(5,460,298.29)	(5,075,416.44)

RESTRICTED FUNDS - OTHER

16. 1% Tax Credit to Muni's	(758,085.51)	18,048.38
17. DWR Reserve for SRF Payment	-	(166,594.34)
18. DWR Reserve for SRF Loan	-	(547,336.94)
19. Pension Trust Reserves	(905,302.45)	(927,256.20)
20. ReMat Deposit	(27,000.00)	(27,000.00)
21. HB Retail Capital Replacement Reserves	(210,908.56)	(163,097.13)
<i>Subtotal</i>	(1,901,296.52)	(1,813,236.23)

UNRESTRICTED FUNDS

BOARD RESTRICTED

22. MSRA Reserves	(464,745.76)	(449,429.65)
23. DWFP Reserves	(258,637.35)	(246,968.76)
24. ReMat Reserves	(1,512,838.65)	(1,210,678.93)
25. Paik-Nicely Development	-	(4,158.00)
26. Principle Investment Reserves	(46,089.54)	(39,686.88)
27. Northern Mainline Extension Study Prepayment	56.40	56.40
28. Blue Lake Rancheria Extension Study Prepayment	(4,235.37)	-
<i>Subtotal</i>	(2,282,254.90)	(1,950,865.82)

UNRESTRICTED RESERVES

29. Accumulation for SRF Payment	-	(144,027.61)
30. General Fund Reserves	(2,995,624.26)	(5,011,369.79)
<i>Subtotal</i>	(2,995,624.26)	(5,149,764.96)

TOTAL NET POSITION	(12,639,473.97)	(13,989,283.45)
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A. REVENUE RETURNED TO CUSTOMERS VIA PF2

	MTD RECEIPTS	YTD RECEIPTS	PRIOR YEAR	BUDGET	% OF BUDGET
1. Humboldt Bay Retail Water Revenue	38,828	276,879	247,984	350,000	79%
General Revenue					
Power Sales (Net ReMat)	25,536	64,089	92,443	125,000	51%
Tax Receipts (1% Taxes)	0	621,350	292,212	1,000,000	62%
Interest - Muni PF2 Retained	2	19,780	4,711		
2. Miscellaneous Revenue*	932	5,692	98,691	50,000	11%
<i>*Detail on following page</i>					
TOTAL PF2 REVENUE CREDITS	65,298	987,789	736,041	1,525,000	65%

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	257,652	1,163,124	1,137,481	1,538,900	76%
City of Blue Lake	16,957	154,260	148,480	202,362	76%
City of Eureka	302,851	2,714,264	2,341,382	3,617,684	75%
Fieldbrook CSD	16,360	133,246	155,753	194,298	69%
Humboldt CSD	92,001	842,883	795,867	1,105,724	76%
Manila CSD	7,312	67,832	65,777	90,372	75%
McKinleyville CSD	105,184	957,783	926,656	1,266,298	76%
<i>Subtotal Municipal Water Revenue</i>	<i>798,318</i>	<i>6,033,392</i>	<i>5,571,395</i>	<i>8,015,638</i>	<i>75%</i>
TOTAL INDUSTRIAL & WHOLESALE REVENUE	798,318	6,033,392	5,571,595	8,015,638	75%
5. Power Sales					
Power Sales (ReMat Revenue)	57,664	144,741	202,306	300,000	48%
Interest (ReMat Revenue)	0	0	0	0	
TOTAL REMAT REVENUE	57,664	144,741	202,306	300,000	48%
6. Other Revenue and Grant Reimbursement					
HB Retail Capital Replacement Rev.	4,049	35,432	35,077		
FCSO Contract	23,039	191,047	219,880		
FEMA/CalOES Grant Revenue	5,152	451,473	376,395		
SWRCB In-Stream Flow Grant Revenue	0	14,653	5,243		
Quagga Grant Revenue	0	0	0		
Misc. Grant Revenue	60,886	62,006	0		
CalFire Healthy Forest Funding	0	0	0		
CalFire Fuel Reduction Funding	6,354	346,323	0		
Interest Earned	0	1	0		
Net Increase/(Decrease) Investment Accounts	49,084	371,670	(1,184)		
TOTAL OTHER/GRANT REVENUE	148,563	1,472,604	635,411		
GRAND TOTAL REVENUE	1,069,843	8,638,527	7,145,353	9,840,638	88%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
 MISCELANEOUS REVENUE - DETAIL REPORT
 March 31, 2024



B. MISCELLANEOUS RECEIPTS (RETURNED TO CUSTOMERS VIA PF2)

	MTD RECEIPTS	YTD RECEIPTS
<u>Miscellaneous Revenue</u>		
Dividend - Principal Life	-	1,047
Fees - Park Use	-	100
Rebate - CALCard	-	961
Refund - Diesel Fuel Tax	-	200
Refunds - Miscellaneous	-	101
Reimb - Blue Lake SCADA/Internet Monthly Fees	-	-
Reimb. - Copies & Postage	1	152
Reimb. - Gas	-	-
Reimb. - Misc. Employee	-	-
Reimb. - Telephone	-	-
UB - Water Processing Fees	-	300
UB - Hydrant Rental Deposit/Use	-	-
<u>Ruth Area</u>		
Lease - Don Bridge	691	691
Rent - Ruth Cabin	240	2,040
Ruth Annual Lessee Water Fees	-	100
<hr/>		
TOTAL MISCELANEOUS REVENUE	932	5,692

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

75%
Of Budget Year

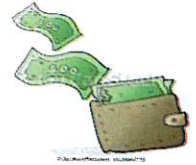


SALARY AND EMPLOYEE BENEFIT EXPENDITURES (S. E. B.)

	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget
Compensation					
1. Wages - Regular	191,238.29	1,708,597.37	1,774,340.97	2,556,746	77%
2. Wages - Sick	8,822.67	84,808.01	116,045.45		
3. Wages - Vacation	8,762.47	181,618.58	162,961.10		
<i>Subtotal</i>	208,823.43	1,975,023.96	2,053,347.52	2,556,746	77%
4. Wages - Overtime	579.65	10,587.46	12,803.68	15,855	
5. Wages - Holiday (Worked)	931.68	10,898.36	9,861.92	15,855	
<i>Subtotal</i>	1,511.33	21,485.82	22,665.60	31,710	68%
6. Wages - Part-Time	1,306.33	36,757.38	33,462.74	115,430	32%
7. Wages - Shift Differential	875.36	8,360.76	8,435.68	12,156	69%
8. Wages - Standby	8,148.63	76,930.26	69,338.12	97,773	79%
9. Director Compensation	3,120.00	19,920.00	18,320.00	26,000	77%
10. Secretarial Fees	262.50	2,559.39	2,362.50	3,200	80%
11. Payroll Tax Expenses	16,768.49	162,566.06	168,384.67	228,272	71%
<i>Subtotal</i>	30,481.31	307,093.85	300,303.71	482,831	64%
Employee Benefits					
12. Health, Life, & LTD Ins.	58,896.22	464,319.45	519,033.72	982,991	47%
13. Air Medical Insurance	395.00	2,923.00	2,266.00	2,707	108%
14. Retiree Medical Insurance	9,054.33	85,775.11	86,046.08	83,000	85%
<i>14a. Retiree Medical Reimb.</i>	<i>(2,732.07)</i>	<i>(15,311.04)</i>	<i>(27,143.86)</i>		
15. Employee Dental Insurance	2,616.59	24,553.18	26,758.04	44,086	56%
16. Employee Vision Insurance	600.34	5,285.35	5,734.78	7,471	71%
17. Employee EAP	80.20	703.63	746.60	1,116	63%
18. Fitness Stipend	-	165.00	-	5,400	3%
19. 457b District Contribution	3,837.50	34,125.00	22,369.04	48,900	70%
20. CalPERS Expenses	29,171.33	475,087.16	562,982.91	599,102	79%
21. Workers Comp Insurance	-	86,802.99	91,604.64	146,512	59%
<i>Subtotal</i>	101,919.44	1,164,428.83	1,290,397.95	1,921,285	61%
TOTAL S.E.B	342,735.51	3,468,032.46	3,666,714.78	4,992,572	69%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
MONTHLY EXPENDITURE REPORT - PAGE 2 OF 3

March 31, 2024

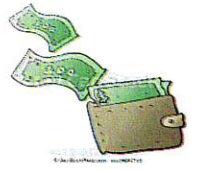
75%
Of Budget Year**SERVICE & SUPPLY EXPENDITURES (S & S)**

	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget
<i>Operations & Maintenance</i>					
1. Auto Maintenance	3,641.99	38,951.04	42,386.79	39,200	99%
2. Engineering	3,637.06	27,687.26	42,008.33	75,000	37%
3. Lab Expenses	1,585.00	14,840.00	17,350.00	13,000	114%
4. Maintenance & Repairs					
General	4,864.40	39,207.99	14,963.69	45,200	87%
TRF	21.48	3,800.87	16,548.22	17,000	22%
<i>Subtotal</i>	<i>4,885.88</i>	<i>43,008.86</i>	<i>31,511.91</i>	<i>62,200</i>	<i>69%</i>
5. Materials & Supplies					
General	2,031.68	57,242.94	43,733.53	39,500	145%
TRF	8,957.05	61,112.24	40,278.16	35,000	175%
<i>Subtotal</i>	<i>10,988.73</i>	<i>118,355.18</i>	<i>84,011.69</i>	<i>74,500</i>	<i>159%</i>
6. Radio Maintenance	578.09	7,752.81	5,316.33	8,500	91%
7. Ruth Lake License	-	1,500.00	1,500.00	1,500	100%
8. Safety Equip./Training					
General	3,911.42	20,537.22	23,959.96	19,000	108%
TRF	2.59	155.59	144.00	2,000	8%
<i>Subtotal</i>	<i>3,914.01</i>	<i>20,692.81</i>	<i>24,103.96</i>	<i>21,000</i>	<i>99%</i>
9. Tools & Equipment	108.21	2,340.92	1,069.38	5,000	47%
10. USGS Meter Station	-	8,600.00	8,220.00	9,000	96%
<i>Operations Subtotal</i>	<i>29,338.97</i>	<i>283,728.88</i>	<i>257,478.39</i>	<i>308,900</i>	<i>92%</i>

General & Administration

11. Accounting Services	-	21,005.00	26,095.00	35,000	60%
12. Bad Debt Expense	-	-	-	-	0
13. Dues & Subscriptions	674.78	33,731.14	32,049.15	37,400	90%
14. IT & Software Maintenance	2,344.29	65,115.43	39,867.74	82,000	79%
15. Insurance	-	130,217.44	107,309.77	120,000	109%
16. Internet	797.27	6,458.73	9,983.85	5,500	117%
17. Legal Services	140.00	12,056.10	14,427.91	35,000	34%
18. Miscellaneous	427.07	5,847.68	6,693.09	10,000	58%
19. Office Building Maint.	1,321.18	14,603.77	14,661.74	19,000	77%
20. Office Expense	1,852.67	32,291.76	30,741.50	39,600	82%
21. Professional Services	2,289.25	3,893.00	6,832.52	20,000	19%
22. Property Tax	-	2,764.00	2,764.00	3,000	92%

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



75%
Of Budget Year

SERVICE & SUPPLY EXPENDITURES (con't)					
	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget
23. Regulatory Agency Fees	46,803.00	213,789.21	144,776.86	199,000	107%
24. Ruth Lake Programs	-	-	-	5,000	0%
25. Safety Apparel	-	4,201.10	2,670.62	9,300	45%
26. Technical Training	-	314.23	101.36	14,000	2%
27. Telephone	1,084.99	9,609.25	11,578.63	19,000	51%
28. Travel & Conference	1,034.45	13,456.79	9,303.69	22,000	61%
<i>Gen. & Admin. Subtotal</i>	<i>58,768.95</i>	<i>569,354.63</i>	<i>459,857.43</i>	<i>674,801</i>	<i>84%</i>
TOTAL SERVICE & SUPPLY	88,107.92	853,083.51	717,335.82	983,700.67	87%

Power

29. Essex - PG & E	69,539.05	613,850.40	615,291.20		
30. 2Mw Generator Fuel	-	-	8,561.05		
<i>Subtotal Essex Pumping</i>	<i>69,539.05</i>	<i>613,850.40</i>	<i>623,852.25</i>		
31. All other PG & E	21,795.78	256,429.71	64,169.92		
<i>Subtotal All Power</i>	<i>91,334.83</i>	<i>870,280.11</i>	<i>688,022.17</i>	<i>1,019,000</i>	<i>85%</i>

Total Service and Supplies incl.

Power	179,442.75	1,723,363.62	1,405,357.99	2,002,701	86%
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PROJECTS, FIXED ASSETS & CONSULTING SERVICES

	Month-to-Date	Year-to-Date		Budget	% of Budget
	475,412.00	4,215,361.00		19,840,575	21%

GRAND TOTAL EXPENSES	997,590.26	9,406,757.08	5,072,072.77	26,835,848	35%
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32. Debt Service - SRF Loan	-	273,668	273,668	273,668	100%
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TOTAL EXPENSES WITH DEBT SERVICE

	1,002,806.48	9,687,761.00	5,363,027.63	27,109,515.64	
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OTHER EXPENSES

33. ReMat Consultant Exp.	5,216.22	7,335.92	17,286.86		
34. Capital Replacement Exp.	-	-	-		

TOTAL EXPENSES WITH REMAT

	184,658.97	1,730,699.54	1,422,644.85		
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HUMBOLDT BAY MUNICIPAL WATER DISTRICT

PROJECT PROGRESS REPORT

March 31, 2024

75% Of Budget Year



A. CAPITAL PROJECTS

	MTD	YTD		% OF
GRANT FUNDED CAPITAL PROJECTS	EXPENSES	TOTAL	BUDGET	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 Prop 1, Approved)</i>	905	2,302,457	3,200,000	72%
3 Grant - Collector Mainline Redundancy Pipeline <i>(Treatment/Base Facility Project, \$3.1M - FEMA, Approved)</i>	0	76,774	3,100,000	2%
4 Grant - 2x Tank Seismic Retrofit	54,974	119,890	5,700,000	2%
4A Grant - 1x Tank (Industrial) Seismic Retrofit <i>(\$5.7M - FEMA, Industrial Expenses Line 103B)</i>	(18,778)	(49,374)	0	
4B 12kV Relocation	0	60,000	0	0%
TOTAL GRANT FUNDED CAPITAL PROJECTS	37,101	2,599,020	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	YTD		% OF
	EXPENSES	TOTAL	BUDGET	BUDGET
8 FY24 Replace Essex Admin Computers	83	3,116	6,500	48%
9 FY24 Replace Control Computers	38	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	790	5,826	5,750	101%
13 John Deere 4052 Implements	0	2,497	6,500	38%
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	2,095	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

75% Of Budget Year



March 31, 2024

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

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
21 FY24 Replace Eureka Admin Computers	0	1,410	3,000	47%
22 Ruth Hydro Power Monitor Replacement	0	12,815	13,500	95%
23 Ruth Hydro Plant PRV Internal Belzona Repairs	0	0	4,750	0%
24 Ruth Hydro Incoming Power Feed Conductors	0	0	42,500	0%
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	1,143	193,841	325,250	60%

C. MAINTENANCE PROJECTS

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
27 FY24 Pipeline Maintenance	115	4,336	14,000	31%
28 FY24 Main Line Meter Flow Calibration	0	1,007	28,000	4%
29 FY24 Technical Support & Software Updates	1,435	5,245	26,750	20%
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	10,756	43,500	25%
39 SBPS Roll-Up Door	0	31,512	33,000	95%
40 Service Vehicle Utility Box Lighting	0	1,473	1,750	84%
41 Park #1 Gazebo Roof Replacement	0	2,843	3,500	81%
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
March 31, 2024

75% Of Budget Year

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

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
52 Replace Headquarters Garage Doors	0	0	6,750	0%
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	1,550	97,863	538,500	18%

D. PROFESSIONAL & CONSULTING SERVICES

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
55A Grant - Advanced Assistance Spillway/Seismic	486	486	0	0%
55 FY24 Crane Testing/Certification	0	8,414	10,000	84%
56 FY24 Chlorine System Maintenance	1,910	11,195	6,750	166%
57 FY24 Hydro Plant Annual Elect/Maint Inspection	0	172	4,000	4%
58 FY23 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	6,632	27,000	25%
61 FY24 O & M Training	705	902	20,000	5%
62 Backflow Tester Certification	0	4,813	5,750	84%
63 EAP Tabletop Planning	0	0	5,000	0%
64 CIP 10-yr Financial Revision and Project Review	0	0	15,000	0%
65 FY24 Public Education Funds	1,000	2,500	5,000	50%
66 FY24 Mad River Regulatory Compliance Assistance	0	0	50,000	0%
67 Spillway Bridge Inspection	0	0	7,500	0%
68 FY24 GHD Review/Report Mad River Cross-Sectional	682	2,508	5,000	50%
69 FY24 Grant Application Assistance	0	0	20,000	0%
70 Domestic Water for Nordic Aqua Farm	0	0	5,000	0%
71 Samoa Peninsula ROW EIR (GHD)	3,794	31,822	240,850	13%
72 Domestic Water System Cathodic Protection Updates	359	17,433	48,000	36%
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	662	3,844	5,000	77%
78 FY24 Dam Spillway Wall Monument Survey	0	16,800	17,500	96%
79 GHD - Dam Spillway Wall Monument Survey Analysis	1,483	5,357	6,500	82%
80 Dam Left Abutment Slide Monitoring Survey	0	0	10,000	0%
81 GHD - Dam Left Abutment Slide Monitoring Survey	611	2,279	3,000	76%
82 FY24 FERC DSSMR Assistance (GHD)	0	2,855	5,000	57%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
PROJECT PROGRESS REPORT - PAGE 4 OF 5

75% Of Budget Year



March 31, 2024

D. PROFESSIONAL & CONSULTING SERVICES (CONT)

	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	178	5,515	12,000	46%
TOTAL PROF/CONSULTING SERVICES	11,870	136,065	650,850	21%

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%
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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	98,963	131,950	75%
92 Prof. Services for New Capital Debt	13,517	121,650	162,200	75%
93 Storage Barn for Ruth Headquarters	7,500	67,500	90,000	75%
TOTAL ADVANCED CHARGES COLLECTED	32,013	288,113	384,150	75%

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>	0	738,382	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



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>	5,682	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>	16,716	23,916	5,000,000	0%
103 CalFire Fuels Reduction Program <i>(CalFire Funding)</i>	37,500	132,770	500,000	27%
103A Quagga Grant Projects (Ruth Lake)	0	19,216	0	0%
103B Grant - 1x Tank (Industrial) Seismic Retrofit <i>(ReMat Reserves)</i>	18,778	49,374	0	0
103C Prof. Services for New Capital Debt <i>(Collected Advance Charges)</i>	2,025	18,300	0	0%
TOTAL NOT CHARGED TO CUSTOMERS	80,701	1,028,103	7,189,754	14%

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	1,143	193,841	325,250	60%
<i>Treatment Facility Portion</i>	233	34,084	67,000	
TOTAL MAINTENANCE PROJECTS	1,550	97,863	538,500	18%
<i>Treatment Facility Portion</i>	0	839	140,000	
TOTAL PROF/CONSULTING SERVICES	11,870	136,065	650,850	21%
<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	288,113	384,150	75%
<i>Treatment Facility Portion</i>	\$0	\$0	\$0	
TOTAL CUSTOMER CHARGES	\$46,576	\$722,736	\$2,093,000	35%
NON-CUSTOMER CHARGES (CURRENT FY)	MTD	YTD	BUDGET	% BUDGET
TOTAL GRANT FUNDED CAPITAL PROJECTS	37,101	2,599,020	13,900,000	19%
TOTAL NON-CUSTOMER CHARGES	80,701	1,028,103	7,189,754	14%
TOTAL USE OF ENCUMBERED FUNDS	7,051	188,018	800,898	23%
TOTAL NON-CUSTOMER CHARGES	\$124,853	\$3,815,141	\$21,890,652	17%
GRAND TOTAL PROJECT BUDGET ACTIVITY	\$171,429	\$4,537,876	\$23,983,652	19%



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

	MTD EXPENSES	YTD TOTAL	AMOUNT ENCUMBERED	REMAINING
A. CAPITAL PROJECTS				
1E Fiber Optic Link - Collector 2 - Phase 1	0	677	28,500	27,823
2E Power and Fiber Optic Link-Collector 2 - Phase 2	74	5,715	44,000	38,285
3E Underground Power to Collector 2 - Phase 3	0	96,295	207,084	110,789
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	6,976	6,976	8,956	1,980
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	0	0	25,000	25,000
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	7,051	188,018	800,898	612,880
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Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 3/1/2024-3/31/2024Page: 1
Apr 02, 2024 03:05PM

Vendor Name	Date Paid	Description	Amount Paid
101 NETLINK			
101 NETLINK	03/04/2024	<i>Ruth Data Link/Internet</i>	290.00
Total 101 NETLINK:			290.00
ACWA/JPIA			
ACWA/JPIA	03/20/2024	<i>RETIREE MEDICAL</i>	11,161.69
ACWA/JPIA	03/20/2024	<i>COBRA Dental</i>	65.20
ACWA/JPIA	03/20/2024	<i>COBRA Vision</i>	18.56
ACWA/JPIA	03/20/2024	<i>RETIREE MEDICAL</i>	2,191.12-
Total ACWA/JPIA:			9,054.33
Alfonso Gallegos, Inc			
Alfonso Gallegos, Inc	03/21/2024	<i>CalFire Forest Health Grant - Plan B</i>	4,541.00
Alfonso Gallegos, Inc	03/21/2024	<i>CalFire Forest Health Grant - Plan B</i>	12,175.00
Total Alfonso Gallegos, Inc:			16,716.00
Arcata Used Tire and Wheel			
Arcata Used Tire and Wheel	03/21/2024	<i>Trailer tires for Barnes 6" Pump</i>	176.05
Total Arcata Used Tire and Wheel:			176.05
Asbury Environmental Services			
Asbury Environmental Services	03/13/2024	<i>Hazwaste disposal fee</i>	925.00
Total Asbury Environmental Services:			925.00
AT & T			
AT & T	03/27/2024	<i>Eureka/Essex Landline</i>	31.57
AT & T	03/27/2024	<i>Arcata/Essex Landline</i>	31.57
AT & T	03/27/2024	<i>Eureka Office/Alarm</i>	60.26
AT & T	03/27/2024	<i>TRF</i>	29.35
AT & T	03/27/2024	<i>Essex office/Modem/Control Alarm System</i>	29.35
AT & T	03/13/2024	<i>Eureka Office Long Distance</i>	7.71
AT & T	03/13/2024	<i>Essex office/Modem/Control Alarm System</i>	6.77
Total AT & T:			196.58
ATS Communications			
ATS Communications	03/08/2024	<i>IT Support for Essex Admin Computers</i>	1,435.00
ATS Communications	03/07/2024	<i>Support for Datto Backup device</i>	108.90
Total ATS Communications:			1,543.90
Burlington Safety Lab			
Burlington Safety Lab	03/27/2024	<i>Testing & recertification of grounding cluster</i>	45.00
Total Burlington Safety Lab:			45.00
California Dept of Tax and Fee Admin			
California Dept of Tax and Fee Admin	03/21/2024	<i>Sales Tax not charged by Vendor</i>	26.47
Total California Dept of Tax and Fee Admin:			26.47

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
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Vendor Name	Date Paid	Description	Amount Paid
City of Eureka			
City of Eureka	03/08/2024	<i>Eureka office water/sewer</i>	132.44
Total City of Eureka:			132.44
Dept Water Resources			
Dept Water Resources	03/27/2024	<i>Annual Dam Fees</i>	46,803.00
Total Dept Water Resources:			46,803.00
Downey Brand Attorneys LLP			
Downey Brand Attorneys LLP	03/21/2024	<i>Legal Fees Feb 2024 - Instream Flow Investigation</i>	2,841.00
Total Downey Brand Attorneys LLP:			2,841.00
Electrical Reliability Services, Inc			
Electrical Reliability Services, Inc	03/07/2024	<i>Ruth Hydro Neutral Overvoltage replay replacement #23-0101</i>	6,692.00
Total Electrical Reliability Services, Inc:			6,692.00
Eureka Oxygen			
Eureka Oxygen	03/07/2024	<i>Propane for IW generator</i>	84.29
Eureka Oxygen	03/13/2024	<i>cylinder rental</i>	129.96
Total Eureka Oxygen:			214.25
FEDEX			
FEDEX	03/13/2024	<i>Shipping charges for ground set recertification from Burlington</i>	93.95
FEDEX	03/27/2024	<i>Ship Maintenance Shop streamlight flashlight for warranty repai</i>	19.21
FEDEX	03/27/2024	<i>Ship charges for testing & recertification of grounding cluster</i>	79.78
Total FEDEX:			192.94
FleetPride			
FleetPride	03/27/2024	<i>Cat 420 repairs</i>	154.17
Total FleetPride:			154.17
Franchise Tax Board			
Franchise Tax Board	03/05/2024		65.00
Franchise Tax Board	03/20/2024		65.00
Total Franchise Tax Board:			130.00
Frontier Communications			
Frontier Communications	03/27/2024	<i>Ruth HQ Phone</i>	59.48
Frontier Communications	03/27/2024	<i>Ruth Hydro/Ruth Dataline</i>	234.04
Total Frontier Communications:			293.52
GEI Consultants, Inc			
GEI Consultants, Inc	03/07/2024	<i>Qualified Dam Safety Consultant - FY23/24 #24-0936</i>	178.00
Total GEI Consultants, Inc:			178.00
GHD			
GHD	03/27/2024	<i>Samoa Peninsula ROW EIR #23-0625</i>	3,793.51

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
GHD	03/27/2024	Reservoirs Seismic Retrofit Phs 2 #24-0812	854.01
GHD	03/27/2024	Reservoirs Seismic Retrofit Phs 2 #24-0812	427.00
GHD	03/27/2024	Reservoirs Seismic Retrofit Phs 2 #24-0811	35,006.01
GHD	03/27/2024	Reservoirs Seismic Retrofit Phs 2 #24-0811	18,351.06
GHD	03/27/2024	General Engineering #24-0001	2,518.66
GHD	03/27/2024	General Engineering - Ruth #24-0001	1,118.40
GHD	03/27/2024	General Engineering - Seismic Stability RFQ #24-0001	486.25
GHD	03/27/2024	Instream Flow Dedication Update 2023 #23-0965	2,841.00
GHD	03/27/2024	Collector 2 Rehabilitation	905.01
GHD	03/27/2024	Cathodic Protection-Soil Corrosivity Condition Assessments #24	358.52
GHD	03/27/2024	Mad River Cross Sections Survey Memo 2023 #24-0020	682.00
GHD	03/27/2024	2023 Matthews Dam Left Abutment Monitoring Survey Analysis	611.01
GHD	03/27/2024	2023 Matthews Dam Vertical Monument Monitoring Survey #24-	662.38
GHD	03/27/2024	2023 Matthews Dam Spillway Wingwall and Floor Survey #24-0	1,483.18
Total GHD:			70,098.00
Health Equity Inc			
Health Equity Inc	03/07/2024	HSA Admin Fee March 2024 - 7 employees	20.65
Health Equity Inc	03/07/2024	HSA Admin Fee March 2024 - 19 employees	56.05
Health Equity Inc	03/20/2024	District HSA Contributions- March 2024	15,526.88
Total Health Equity Inc:			15,603.58
Hensel Hardware			
Hensel Hardware	03/08/2024	painting supplies for shop	98.33
Hensel Hardware	03/27/2024	painting supplies for shop	139.26
Hensel Hardware	03/27/2024	Surge protector at Blue Lake meter	54.24
Hensel Hardware	03/27/2024	Moss killer for Line Shed #7	49.89
Hensel Hardware	03/27/2024	Power strip on Collector #3 PLC cabinet	10.84
Hensel Hardware	03/27/2024	Hook for TRF AED mounting	2.59
Total Hensel Hardware:			355.15
Henwood Associates, Inc			
Henwood Associates, Inc	03/04/2024	Consultant Services Agreement- Jan 2024	2,608.11
Total Henwood Associates, Inc:			2,608.11
Humboldt Area Chapter CSDA			
Humboldt Area Chapter CSDA	03/13/2024	Humboldt Area Chapter CSDA Annual Dues - 2024	50.00
Total Humboldt Area Chapter CSDA:			50.00
Humboldt County Treasurer			
Humboldt County Treasurer	03/21/2024	Capital Financing Project	45,611.43
Total Humboldt County Treasurer:			45,611.43
Humboldt Redwood Company, LLC			
Humboldt Redwood Company, LLC	03/13/2024	Mt Pierce Lease site	320.59
Total Humboldt Redwood Company, LLC:			320.59
Humboldt Trinity Recreation Alliance			
Humboldt Trinity Recreation Alliance	03/21/2024	Donation for 29th annual Ruth lake summer festival	1,000.00

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
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Vendor Name	Date Paid	Description	Amount Paid
Total Humboldt Trinity Recreation Alliance:			1,000.00
Hummel Tire & Wheel			
Hummel Tire & Wheel	03/13/2024	Tire for Unit #12	1,019.21
Total Hummel Tire & Wheel:			1,019.21
Interstate Battery System			
Interstate Battery System	03/21/2024	Unit 10 Battery	376.11
Total Interstate Battery System:			376.11
Johnson's Mobile Rentals LLC			
Johnson's Mobile Rentals LLC	03/13/2024	Temporary fence rental for TRF Tesla battery project	232.74
Total Johnson's Mobile Rentals LLC:			232.74
JTN Energy, LLC			
JTN Energy, LLC	03/04/2024	Consultant Services Agreement - Jan 2024	2,608.11
Total JTN Energy, LLC:			2,608.11
Kelsie Sobol			
Kelsie Sobol	03/08/2024	Eureka Petty Cash - Employee Recognition	106.25
Kelsie Sobol	03/08/2024	Eureka Petty Cash - Office Supplies	26.21
Kelsie Sobol	03/08/2024	Eureka Petty Cash - Digital Map	22.69
Total Kelsie Sobol:			155.15
Larry Raschein			
Larry Raschein	03/21/2024	Per Diem for treatment CEU class in Crescent City	340.44
Total Larry Raschein:			340.44
McKinleyville Ace Hardware			
McKinleyville Ace Hardware	03/27/2024	Weed killer	58.17
Total McKinleyville Ace Hardware:			58.17
Microbac Laboratories, Inc			
Microbac Laboratories, Inc	03/07/2024	Lab Tests - Humboldt Bay Retail	1,255.00
Microbac Laboratories, Inc	03/07/2024	Lab Tests - FBGCSD	260.00
Microbac Laboratories, Inc	03/07/2024	Lab Tests - Humboldt Bay Retail	110.00
Microbac Laboratories, Inc	03/07/2024	Lab Tests - FBGCSD	110.00
Microbac Laboratories, Inc	03/07/2024	Lab Tests - FBGCSD	110.00
Microbac Laboratories, Inc	03/07/2024	Lab Tests - Humboldt Bay Retail	55.00
Microbac Laboratories, Inc	03/07/2024	Lab Tests - Humboldt Bay Retail	55.00
Microbac Laboratories, Inc	03/07/2024	Lab Tests - Humboldt Bay Retail	110.00
Microbac Laboratories, Inc	03/07/2024	Lab Tests - FBGCSD	110.00
Total Microbac Laboratories, Inc:			2,175.00
Miller Farms Nursery			
Miller Farms Nursery	03/13/2024	STIHL FW water tank & quick cart	623.85
Miller Farms Nursery	03/13/2024	Weedeater deflector kit	26.93
Miller Farms Nursery	03/13/2024	STIHL quick attach saw bracket	165.92

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
Total Miller Farms Nursery:			816.70
Mission Linen			
Mission Linen	03/07/2024	<i>maintenance supplies & uniform rentals</i>	80.54
Mission Linen	03/07/2024	<i>maintenance supplies & uniform rentals</i>	11.28
Mission Linen	03/07/2024	<i>maintenance supplies & uniform rentals</i>	66.40
Mission Linen	03/07/2024	<i>maintenance supplies & uniform rentals</i>	11.28
Mission Linen	03/07/2024	<i>maintenance supplies & uniform rentals</i>	80.54
Mission Linen	03/07/2024	<i>maintenance supplies & uniform rentals</i>	22.57
Mission Linen	03/07/2024	<i>maintenance supplies & uniform rentals</i>	56.50
Mission Linen	03/07/2024	<i>maintenance supplies & uniform rentals</i>	53.47
Total Mission Linen:			382.58
Napa Auto Parts			
Napa Auto Parts	03/07/2024	<i>Air compressor repairs</i>	5.97
Napa Auto Parts	03/07/2024	<i>Annual vehicle service for Unit 9</i>	159.28
Napa Auto Parts	03/27/2024	<i>Headlight bulb for Unit 15</i>	16.80
Napa Auto Parts	03/27/2024	<i>Fuel filter & oil filter</i>	38.33
Napa Auto Parts	03/27/2024	<i>Fastener top for shop</i>	9.75
Napa Auto Parts	03/27/2024	<i>Unit 13 headlamp</i>	14.73
Total Napa Auto Parts:			244.86
NHA Advisors, LLC			
NHA Advisors, LLC	03/21/2024	<i>Professional Services for Financial Assistance & Capital Fundin</i>	2,025.00
Total NHA Advisors, LLC:			2,025.00
North Coast Journal, Inc			
North Coast Journal, Inc	03/13/2024	<i>Legal post of SOQ for Reservoirs Seismic Retrofit Project</i>	336.00
Total North Coast Journal, Inc:			336.00
Northern California Safety Consortium			
Northern California Safety Consortium	03/08/2024	<i>monthly membership fee - March 2024</i>	75.00
Northern California Safety Consortium	03/27/2024	<i>40 hr Hazmat training</i>	436.00
Total Northern California Safety Consortium:			511.00
NTU Technologies, Inc			
NTU Technologies, Inc	03/13/2024	<i>TRF Treatment Chemical</i>	1,260.00
NTU Technologies, Inc	03/13/2024	<i>Use Tax - Added</i>	97.65
NTU Technologies, Inc	03/13/2024	<i>Use Tax - Payable</i>	97.65-
NTU Technologies, Inc	03/13/2024	<i>TRF Treatment Chemical</i>	3,526.40
NTU Technologies, Inc	03/13/2024	<i>Use Tax - Added</i>	273.30
NTU Technologies, Inc	03/13/2024	<i>Use Tax - Payable</i>	273.30-
NTU Technologies, Inc	03/27/2024	<i>TRF chemical supplies</i>	3,526.40
NTU Technologies, Inc	03/27/2024	<i>Sales tax not charged by vendor</i>	273.30
NTU Technologies, Inc	03/27/2024	<i>Sales tax not charged by vendor</i>	273.30-
Total NTU Technologies, Inc:			8,312.80
O&M Industries			
O&M Industries	03/21/2024	<i>Steel plate for fish trough repairs on side 1 screen</i>	957.13

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
Total O&M Industries:			957.13
Occ. Health Service of Mad River			
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	DMV physical	236.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Occ. Health Service of Mad River	03/07/2024	Annual Hearing and Respirator Exam	201.25
Total Occ. Health Service of Mad River:			3,053.75
Occu-Med, Ltd			
Occu-Med, Ltd	03/21/2024	Pre-employment physical - Accounting Tech I	320.82
Total Occu-Med, Ltd:			320.82
Optimum			
Optimum	03/04/2024	Essex internet	266.39
Optimum	03/04/2024	Essex Phones	67.30
Optimum	03/04/2024	Eureka Internet	210.95
Optimum	03/04/2024	Fieldbrook-Glendale CSD Internet	333.33
Optimum	03/04/2024	TRF Internet	29.93
Optimum	03/04/2024	TRF Internet - Blue Lake SCADA Monitoring	59.84
Optimum	03/04/2024	TRF Internet - Fieldbrook-Glendale CSD	59.84
Total Optimum:			1,027.58
Pacific Gas & Electric Co.			
Pacific Gas & Electric Co.	03/13/2024	Essex Pumping Feb 2024	6,030.99
Pacific Gas & Electric Co.	03/13/2024	Essex Pumping Feb 2024	1,440.35
Pacific Gas & Electric Co.	03/13/2024	Essex Pumping Feb 2024	69,925.16
Pacific Gas & Electric Co.	03/07/2024	Eureka Office	238.10
Pacific Gas & Electric Co.	03/07/2024	Jackson Ranch Rectifier	20.53
Pacific Gas & Electric Co.	03/07/2024	HWY 299 Rectifier	49.69
Pacific Gas & Electric Co.	03/07/2024	West End Road Rectifier	220.60
Pacific Gas & Electric Co.	03/07/2024	TRF	12,278.14
Pacific Gas & Electric Co.	03/07/2024	Ruth Hydro Valve Control	33.43
Pacific Gas & Electric Co.	03/07/2024	Ruth Hydro	37.74
Pacific Gas & Electric Co.	03/07/2024	Samoa Booster Pump Station	775.17
Pacific Gas & Electric Co.	03/07/2024	Samoa Dial Station	62.59
Pacific Gas & Electric Co.	03/27/2024	Ruth Bunkhouse	29.78
Pacific Gas & Electric Co.	03/27/2024	Ruth HQ	192.56
Total Pacific Gas & Electric Co.:			91,334.83

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
Platt Electric Supply			
Platt Electric Supply	03/27/2024	Ruth Hydro relay replacement	436.81
Platt Electric Supply	03/27/2024	Fuse & Fuse Holder for IW generator	70.96
Platt Electric Supply	03/27/2024	Ruth Hydro relay replacement	400.44
Platt Electric Supply	03/27/2024	Fuse holder for TRF generator	21.48
Platt Electric Supply	03/27/2024	Screwdriver	17.45
Platt Electric Supply	03/27/2024	Grounding bushing 4"	74.29
Platt Electric Supply	03/27/2024	Ruth Hydro relay replacement	247.84
Total Platt Electric Supply:			468.39
Purchase Power			
Purchase Power	03/14/2024	Postage Refill	503.50
Total Purchase Power:			503.50
Recology Arcata			
Recology Arcata	03/08/2024	Essex Garbage/Recycling Service - Feb 2024	777.72
Total Recology Arcata:			777.72
Recology Humboldt County			
Recology Humboldt County	03/08/2024	Eureka office garbage/recycling service - Feb 2024	105.52
Total Recology Humboldt County:			105.52
SCBA Safety Check, Inc			
SCBA Safety Check, Inc	03/07/2024	Annual flow test of Avon SCBA #1	87.94
Total SCBA Safety Check, Inc:			87.94
Security Lock & Alarm			
Security Lock & Alarm	03/27/2024	Lockable door knob for small equipment shed	58.24
Total Security Lock & Alarm:			58.24
Stillwater Sciences			
Stillwater Sciences	03/27/2024	professional services - flow release schedule	1,924.25
Total Stillwater Sciences:			1,924.25
SWAPE, LLC			
SWAPE, LLC	03/07/2024	DTSC Conference Call RE McNamara & Peepe	590.00
Total SWAPE, LLC:			590.00
Telstar Instruments			
Telstar Instruments	03/08/2024	Chlorine system maintenance	1,910.41
Telstar Instruments	03/08/2024	Analyzer parts	789.82
Total Telstar Instruments:			2,700.23
The Mill Yard			
The Mill Yard	03/08/2024	Lumber & hinges for Line Shed 7 shelving	128.10
The Mill Yard	03/27/2024	Electrical shop stock	12.18

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
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Vendor Name	Date Paid	Description	Amount Paid
Total The Mill Yard:			140.28
The Mitchell Law Firm, LLP			
The Mitchell Law Firm, LLP	03/27/2024	Legal Services- Feb 2024	140.00
Total The Mitchell Law Firm, LLP:			140.00
Trinity County General Services			
Trinity County General Services	03/21/2024	Pickett Peak site lease	257.50
Total Trinity County General Services:			257.50
Trinity County Solid Waste			
Trinity County Solid Waste	03/13/2024	Ruth HQ dump fees	13.75
Trinity County Solid Waste	03/13/2024	Ruth Hydro dump fees	13.75
Total Trinity County Solid Waste:			27.50
U.S. Bank Corporate Payment System			
U.S. Bank Corporate Payment System	03/08/2024	Blue fiberglass pipeline marking signs for FBGCSD	115.00
U.S. Bank Corporate Payment System	03/08/2024	Distilled water	25.45
U.S. Bank Corporate Payment System	03/08/2024	Zoom annual renewal	159.90
U.S. Bank Corporate Payment System	03/08/2024	2 training classes - CCCPH & SCADA	250.00
U.S. Bank Corporate Payment System	03/08/2024	Personal Purchase to be reimbursed	12.43
U.S. Bank Corporate Payment System	03/08/2024	Eureka Office Supplies	47.80
U.S. Bank Corporate Payment System	03/08/2024	Spendwise monthly subscription	90.00
U.S. Bank Corporate Payment System	03/08/2024	AirMed Membership	79.00
U.S. Bank Corporate Payment System	03/08/2024	Dual Monitor Supports for Eureka Office	273.10
U.S. Bank Corporate Payment System	03/08/2024	Additional 1 GB Storage Space	38.71
U.S. Bank Corporate Payment System	03/08/2024	Eureka Office Supplies	75.67
U.S. Bank Corporate Payment System	03/08/2024	District Jacket	67.69
U.S. Bank Corporate Payment System	03/08/2024	Water Audit Validator Renewal Workshop	225.00
U.S. Bank Corporate Payment System	03/08/2024	Utility post cards - HB retail	112.06
U.S. Bank Corporate Payment System	03/08/2024	Utility post cards - FBGCSD	214.01
U.S. Bank Corporate Payment System	03/08/2024	Hotel booking fee for Treatment CEU's Training	15.99
U.S. Bank Corporate Payment System	03/08/2024	Hotel booking fee for Treatment CEU's Training	98.15
U.S. Bank Corporate Payment System	03/08/2024	AirMed Renewals	316.00
U.S. Bank Corporate Payment System	03/08/2024	Essex Office Supplies	132.39
U.S. Bank Corporate Payment System	03/08/2024	Microsoft Office for new PCS at Essex	38.03
U.S. Bank Corporate Payment System	03/08/2024	Replacement batteries for Ruth Hydro PLCs	47.80
U.S. Bank Corporate Payment System	03/08/2024	Diamond blade universal cut-off wheel for Stihl utility saw	270.11
U.S. Bank Corporate Payment System	03/08/2024	Drill bit set for Unit #4	108.21
U.S. Bank Corporate Payment System	03/08/2024	BitRecover PDF Wizard - Essex computer	29.00
U.S. Bank Corporate Payment System	03/08/2024	Essex Office Supplies	57.57
U.S. Bank Corporate Payment System	03/08/2024	Keyboard & Dual Monitor Stand for Essex	53.86
U.S. Bank Corporate Payment System	03/08/2024	Eureka Office Supplies	100.74
U.S. Bank Corporate Payment System	03/08/2024	ACWA 2024 Spring Conference Hotel	250.56
U.S. Bank Corporate Payment System	03/08/2024	Adobe Annual Subscription	239.88
U.S. Bank Corporate Payment System	03/08/2024	CSDA GM Leadership Summit	775.00
U.S. Bank Corporate Payment System	03/08/2024	Life vest & rope	203.27
U.S. Bank Corporate Payment System	03/08/2024	Gas for District Boat	140.15
Total U.S. Bank Corporate Payment System:			4,662.53
U.S. Department of Transportation			
U.S. Department of Transportation	03/13/2024	FMCSA Commercial Driver Queries - 10	12.50

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
Total U.S. Department of Transportation:			12.50
VALEO Networks			
VALEO Networks	03/07/2024	Eureka office monthly computer maintenance	1,954.79
VALEO Networks	03/27/2024	Battery backup	241.89
Total VALEO Networks:			2,196.68
Valley Pacific Petroleum Serv. Inc			
Valley Pacific Petroleum Serv. Inc	03/08/2024	Cardlock-Pumping & Control	384.12
Valley Pacific Petroleum Serv. Inc	03/08/2024	Cardlock-Water Quality	384.12
Valley Pacific Petroleum Serv. Inc	03/08/2024	Cardlock-Maintenance	384.12
Valley Pacific Petroleum Serv. Inc	03/08/2024	Cardlock-HB Retail	99.87
Valley Pacific Petroleum Serv. Inc	03/08/2024	Cardlock-FBGCSO	284.24
Valley Pacific Petroleum Serv. Inc	03/27/2024	Sorbent pads	142.03
Total Valley Pacific Petroleum Serv. Inc:			1,678.50
Vander R Simmons			
Vander R Simmons	03/04/2024	Phase 10 Ruth defensible fire space - Calfire fuel reduction 24-0	37,500.00
Total Vander R Simmons:			37,500.00
Verizon Wireless			
Verizon Wireless	03/13/2024	General Manager	39.97
Verizon Wireless	03/13/2024	Ruth Area	26.09
Verizon Wireless	03/13/2024	Humboldt Bay Retail	14.02
Verizon Wireless	03/13/2024	Fieldbrook Glendale CSD	39.90
Verizon Wireless	03/13/2024	Humboldt Bay IPAD	9.88
Verizon Wireless	03/13/2024	Fieldbrook Glendale CSD IPAD	28.13
Verizon Wireless	03/13/2024	Ruth Area	16.48
Verizon Wireless	03/13/2024	Ruth Hydro	16.48
Total Verizon Wireless:			190.95
Wahlund Construction			
Wahlund Construction	03/21/2024	AC Pipe Removal & Disposal #24-1021	1,935.00
Wahlund Construction	03/21/2024	AC Pipe Removal & Disposal #24-1021	2,565.00
Total Wahlund Construction:			4,500.00
Watt's Cleaning Services			
Watt's Cleaning Services	03/08/2024	Eureka office cleaning 2/7 & 2/21/24	278.00
Total Watt's Cleaning Services:			278.00
Wienhoff & Associates Inc			
Wienhoff & Associates Inc	03/13/2024	Excessive Collection Fee	27.50
Total Wienhoff & Associates Inc:			27.50
Grand Totals:			397,367.22

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

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



Month-to-Date

Year-to-Date

Contract Services Billing

Administrative	1,194.64	10,751.76
Indirect/Overhead	946.53	8,518.77
Maintenance/Operations/Supplies	22,403.29	198,815.02
Total FB-GCSD Billing	24,544.46	218,085.55

Contract Services Expenses

Employee Wages	10,851.91	99,403.93
Employee Benefits	6,629.20	51,129.87
Operations & Maintenance Expenses	3,554.24	14,154.37
General & Administrative Expenses	681.42	12,980.63
Total FB-GCSD Expenses	21,716.77	177,668.80

<i>NET Fieldbrook Contract Services</i>	2,827.69	40,416.75
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Humboldt Bay Municipal Water District

To: Board of Directors

From: Darcey Quinn

Date: 4/11/2024

RE: Resolution to Close Inactive County of Humboldt Investment Accounts

Close County Accounts 2712, 3873 and 3874

Staff has recently learned the District currently has three inactive investment accounts held by the County of Humboldt which have remained open although they were requested to be closed in 2019. The combined balance is currently \$143.80. The County requires a Resolution from the Board of Directors in order to officially close these accounts and transfer the remaining balance to an active account.

Attached is Resolution No 2024-02 from the Board of Directors to the County of Humboldt requesting the accounts be closed and remaining funds be transferred to our active 1% Property Tax Account 2710.

Staff Recommendation

Staff recommends that the Board approves the attached Resolution No. 2024-02.

Resolution No. 2024-02
Closing County of Humboldt Accounts 2712, 3873 and 3874

WHEREAS the Board of Directors of the Humboldt Bay Municipal Water District has found that the utilization of services of the Treasurer of the County of Humboldt for the purpose of investment of District funds may from time to time be in the best interests of the Humboldt Bay Municipal Water District; and

WHEREAS the District is currently only utilizing two of the previously established five investment accounts (#2710 and #3876); and

WHEREAS the following three accounts: 2712, 3873, and 3874; are no longer needed, not active and need to be officially closed; and

WHEREAS the County of Humboldt requires an approved resolution stating the Board of Directors are requesting- to officially close these specific accounts;

THEREFORE, BE IT RESOLVED, that the HUMBOLDT BAY MUNICIPAL WATER DISTRICT Board of Directors hereby declares, to The County of Humboldt it's desire to close accounts 3873, 3874, and 2712 and to transfer any balances into fund 2710 as of 6/30/2024.

PASSED, APPROVED, AND ADOPTED this 11th day of April 2024

AYES:

NOES:

ABSENT:

Attest:

Neal Latt, President

J. Bruce Rupp, Secretary/Treasurer

OPERATIONS

Memo to: HBMWD Board of Directors
From: Dale Davidsen, Superintendent
Date: April 3, 2024
Subject: Essex/Ruth March 2024 Operational Report

Upper Mad River, Ruth Lake, and Hydro Plant

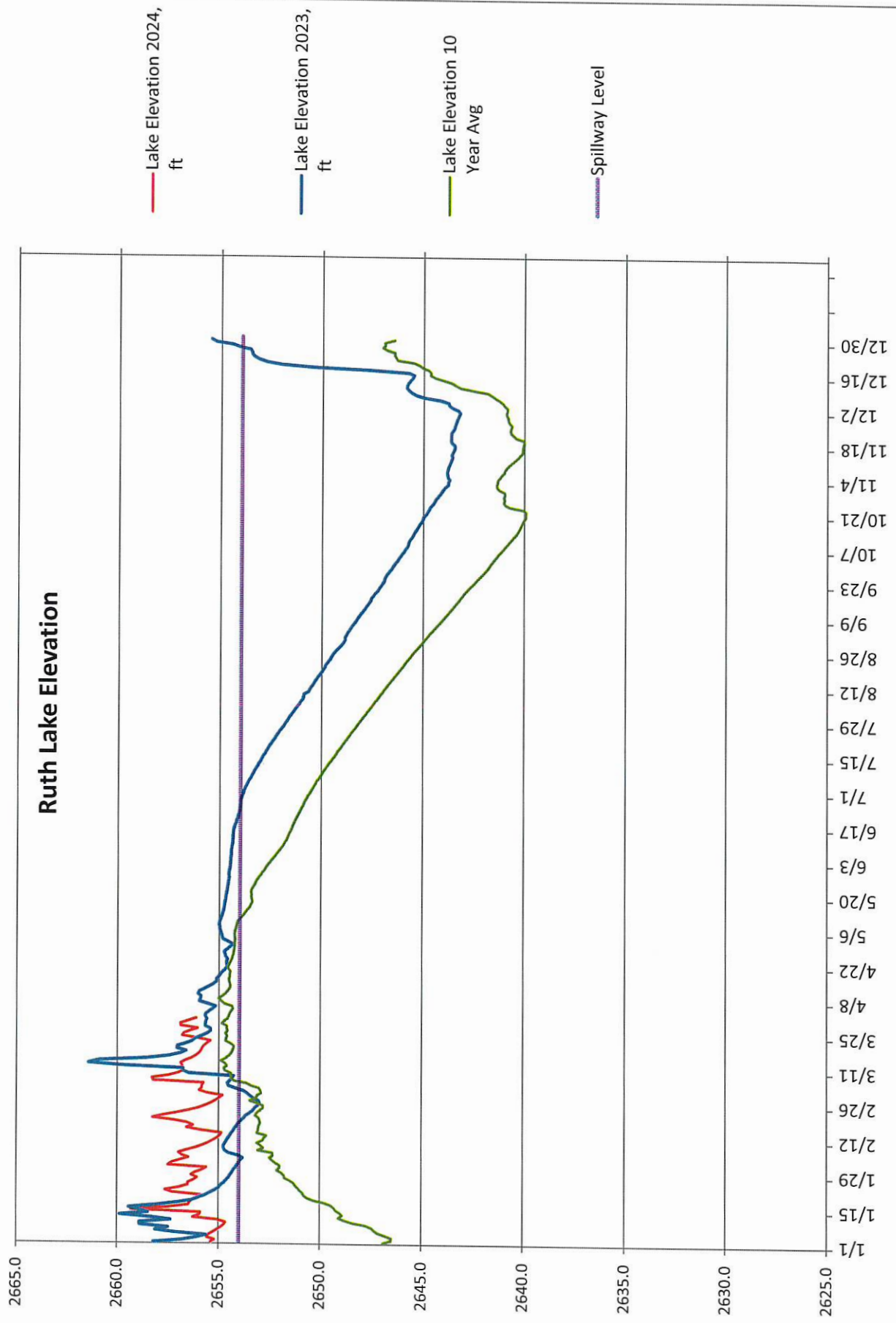
1. Flow at Mad River above Ruth Reservoir (Zenia Bridge) averaged 1008 cfs with a high of 3050 cfs on March 6th and a low of 442 cfs on March 22nd
2. The conditions at Ruth Lake for March were as follows:
The lake level on March 31st was 2656.12 feet which is:
 - 1.32 feet higher than February 29th, 2024
 - 0.48 feet higher than March 31st, 2023
 - 1.55 feet higher than the ten-year average
 - 2.12 feet above the spillway
3. Ruth Headquarters recorded 17.64 inches of rainfall for March
4. Ruth Hydro produced 907200 KWh in March. There were 3 PGE shutdowns, with an estimated 39960 KWh lost production.
5. The lake discharge averaged 1487 cfs with a high of 3286 cfs on March 7th

Lower Mad River, Winzler Control, and TRF

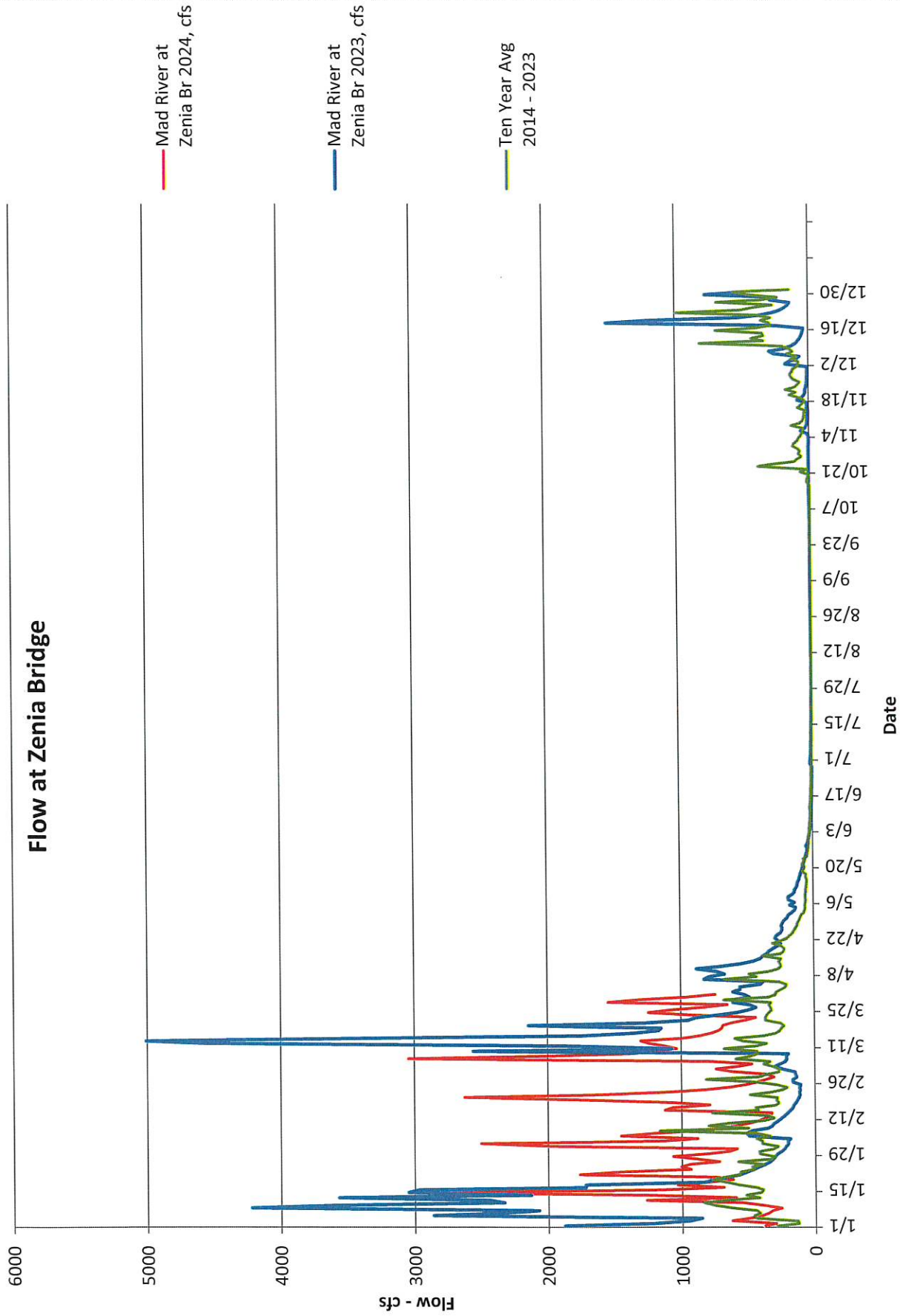
6. The river at Winzler Control Center, for March, had an average flow of 5079 cfs. The river flow was at a high of 10200 cfs on March 6th
7. The domestic water conditions were as follows:
 - a. The domestic water turbidity average was 0.09 NTU, which meets Public Health Secondary Standards
 - b. As of March 31st, we pumped 228.676 MG at an average of 7.377 MGD
 - c. The maximum metered daily municipal use was 8.135 MG on March 22nd
8. The TRF is online; conditions for March were as follows:
 - a. Average monthly source water turbidity was 5.81 NTU
 - b. Average monthly filtered water turbidity was 0.08 NTU
 - c. Number of filter backwashes for the month was 91
9. March 4th – Found PS 6 side 1 screen fish trough broken.

10. March 5th – Employee benefits meeting.
11. March 6th – Installed new warrantied meter for Blue Lake
12. March 11th – 15th – One Essex staff attended 40 Hr. Hazwoper training.
13. March 12th
 - a. I went to Ruth to look at a bunch of slides and trees that are going into the lake.
 - b. Contractor removed AC pipe hazardous waste form the corp. yard.
14. March 13th – 15th – Work on FB air reliefs and replace rot damaged siding on FBBPS.
15. March 19th
 - a. SOQ review and selection of Construction Management firm for Reservoir Seismic Retro-fit project.
 - b. Contractor started maintenance work on 12kV electrical system. Replaced 3 poles, installed guy wires, reinstalled aerial switches.
16. March 18th – 4 Essex staff attended First Aid / CPR/ AED training at NCSC.
17. March 20th
 - a. I attended an OSHA safety class in Fortuna.
 - b. Eureka had a major leak on their transmission line between Arcata and Eureka. This caused our reservoir level to drop 26 feet, while running all 4 collectors. Eureka's flow demand during this time was 22 MGD, production was 24 MGD to meet the leak and other municipal demand.
18. March 21st – Safety meeting – Lock out/ Tag out and Arc Flash awareness
19. March 26th – 27th – RCAC, CEU training in Crescent City for 9 staff members.
20. March 27th
 - a. One SCADA Server - Factory talk update.
 - b. Maintenance finished repairs to PS 6 screen fish trough
21. Current and Ongoing Projects
 - a. Staff salary survey interviews.
 - b. Working on FY 24/25 Budget
 - c. Working on CIP / MRAR update.
 - d. Collector 2 and Collector 2-meter, Communications project – In Progress
 - e. Tesla battery bank projects
 - i. Essex project in progress, operational programming. Postponed to summer due to Schatz energy schedule.
 - f. OSHG – Equipment procurement and planning in progress. - Only the dosing pumps left to receive. Scheduled to ship in June.
 - g. Worked with Engineering on Reservoir Seismic Retro-fit planning.
 - h. Routine annual equipment maintenance and services.

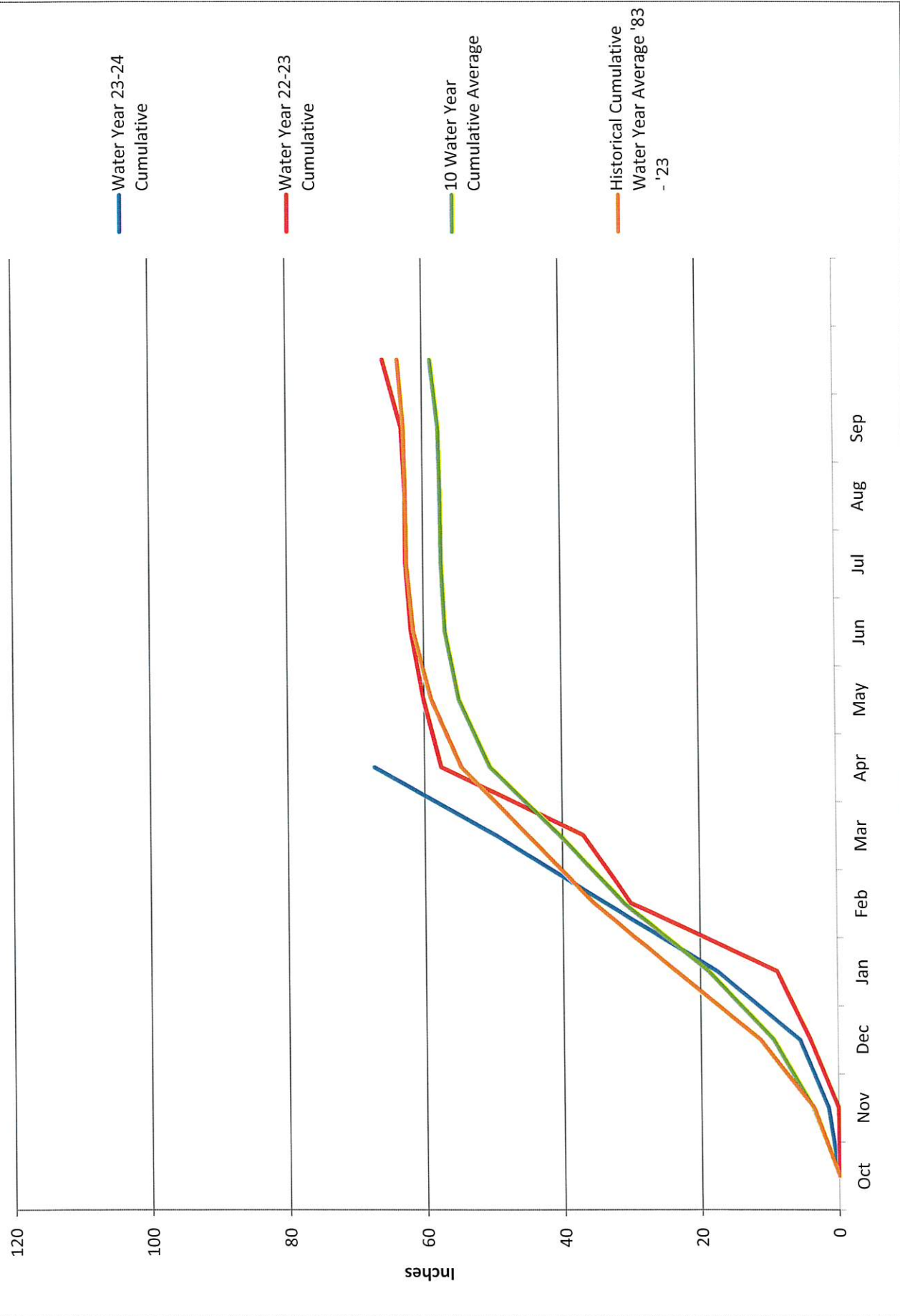
Ruth Lake Elevation

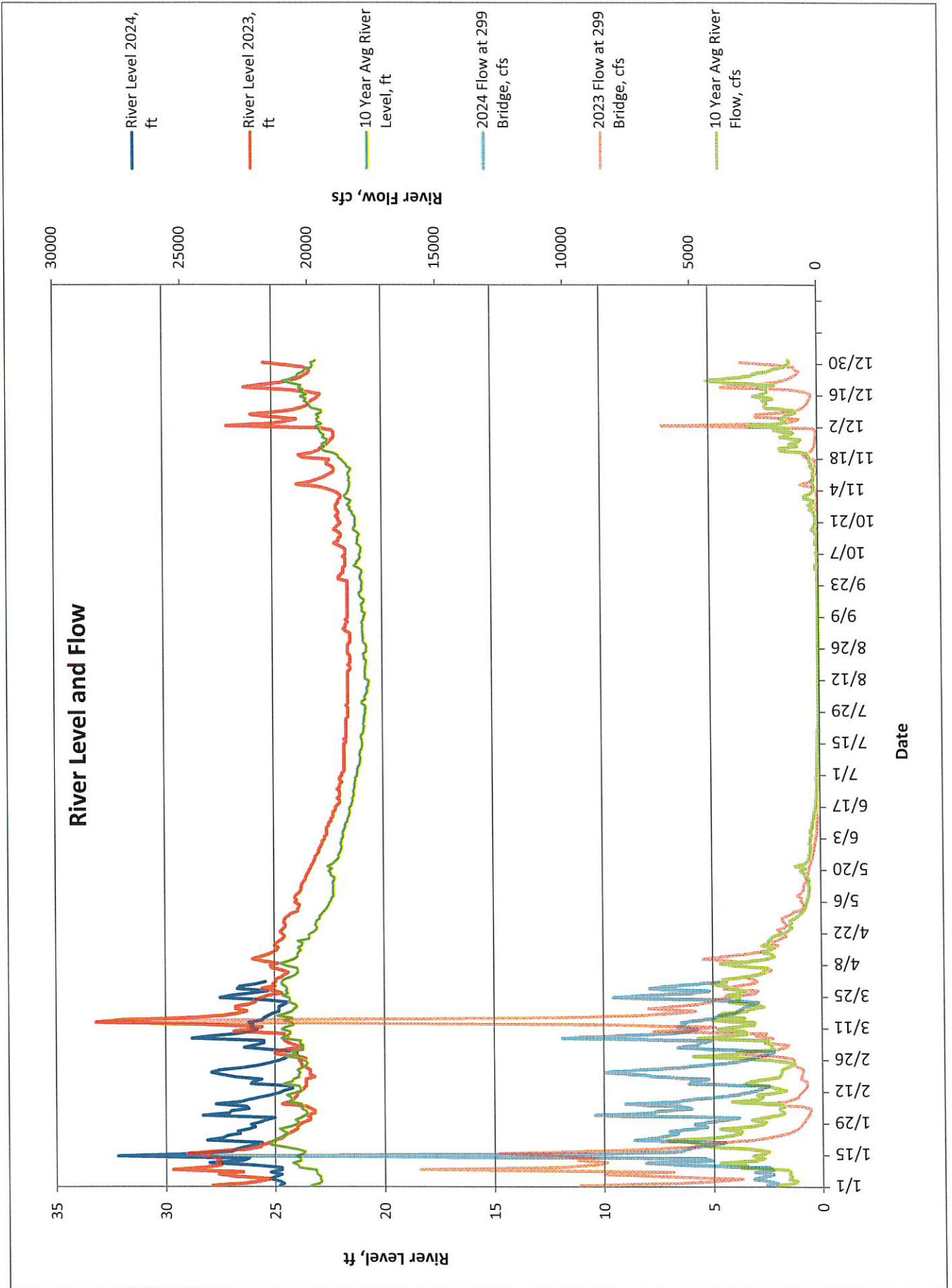


Flow at Zenia Bridge

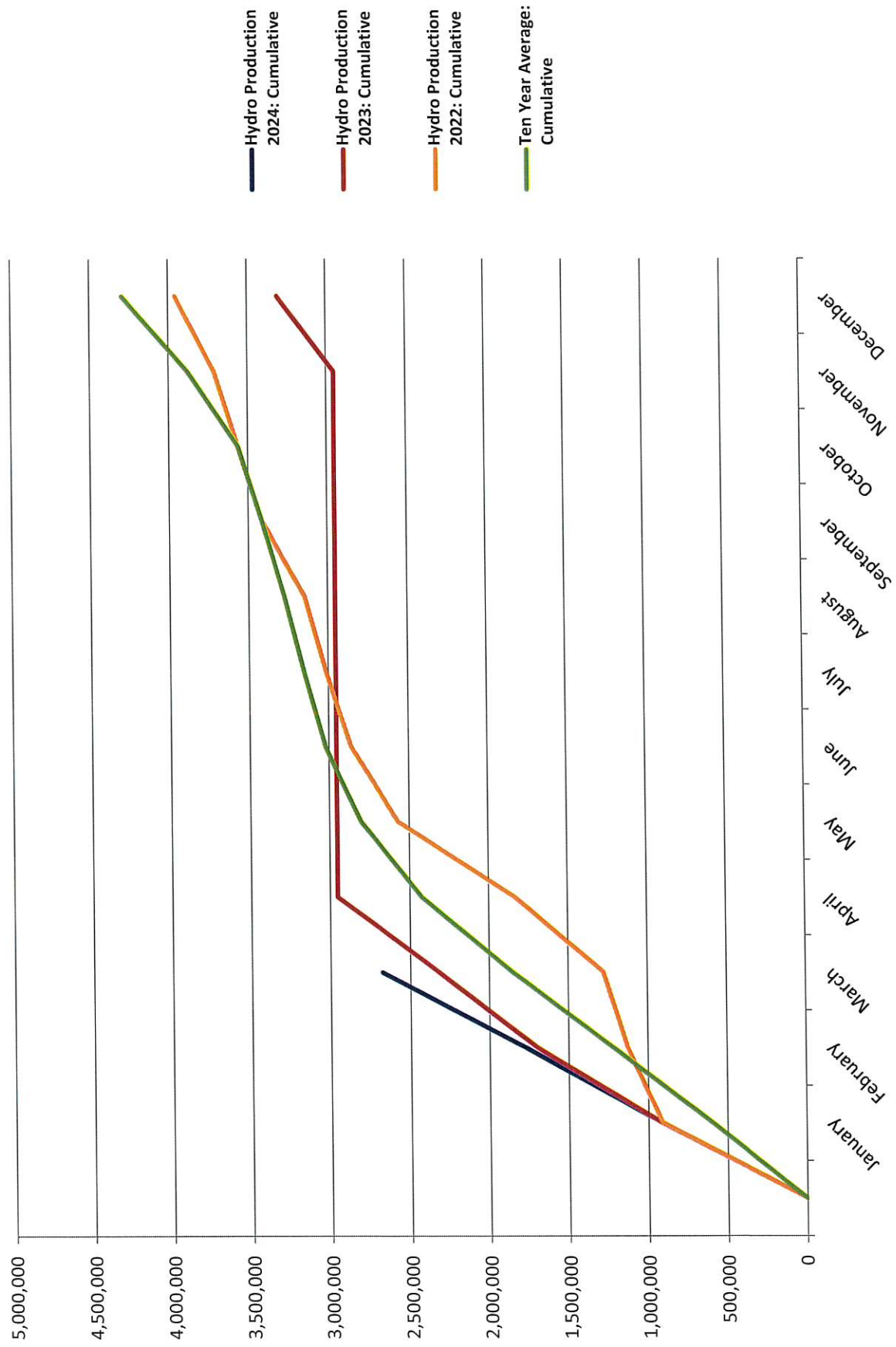


Ruth Rainfall - Water Year 2023-2024





Ruth Hydro Production: Cumulative kWh



Memo to: Board of Directors
From: Dale Davidsen, Superintendent
Date: April 3, 2024
Subject: Surplus equipment request

The District has replaced the following equipment. We would like to declare this item as surplus.

1998 John Deere JD609 rotary cutter.



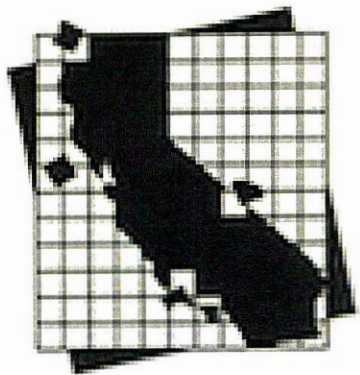
MANAGEMENT

CSDA
Humboldt Area Chapter

welcomes the Special District

Humboldt Bay Municipal Water District

as a
Member District
for calendar year
2024



[Handwritten Signature]
Board Member Signature

From: Patricia Lewis patsylewis54@gmail.com
Subject: Baird's kids
Date: Apr 3, 2024 at 12:28:35 PM
To: ruthlakecds@yahoo.com

Dear Carlin;

We are writing to officially file a written complaint regarding Allan Baird's grandkids. We have owned property at the end of Holly Creek Lane for over twenty years and the one and only problem (and this has been an ongoing problem) started about eight years ago. We have called several times to file complaints to the Water District as well have placed several calls to the Sheriff's office and even called Child Services (this was both in Trinity County and Humboldt County) and nothing was ever done!

Since we live here year-round, we have witnessed Allan buying those two boys mini quads from when they were barely out of diapers! In 2018 we were heading to the Summer Festival and our in-laws were staying home and Allan kids watched us leave and headed up to our property thinking we weren't around. Our in-laws asked what they were doing here, and they said that they had our permission to come up when we're not there (which wasn't true). We had to put up a gate because of them costing us money!

For eight years, they've been riding quads without helmets, often with two people per quad, causing destruction. Every leaseholder on Holly Creek has suffered damage (prior to the 2020 fire), leading to Allan footing the bill for repairs. Additionally, their reckless riding has ruined the road, necessitating annual patches that we must undertake.

Not to mention the nearly missing our vehicles quite a few times. There was so much dust being raised that they weren't able to see, and I can't begin to tell you how fighting that is to nearly miss a child and when we tried talking to Allan regarding this or any other matter his response was "well they're just boys". And speaking of boys it's not just Allan's two grandkids that are here but he is bringing their friends as well. That just adds to the terror that we have to endure.

We have seen them destroy the Water District property and private property on Holly Creek, Branham Way and Dry Pond Road.

Two weekends ago, we received a call from Joe McKenna and was told they were driving (with our helmets and under the age of 16) down Mad River Road and were breaking into people's mailboxes. When we went to Ruth Store and talked to Dolly (the owner) she said they come in all the time and steal from her.

We don't look forward to summers and especially weekends when Allan comes. He never takes them fishing, swimming or on his boat, he just gives them those quads and turns them loose on other people property.

Our question to you is when is enough, enough? We hope that you don't wait until one or both boys are injured or killed before something is done or they break into someone's (private or leaseholders) property and there is a lawsuit with the Water District.

Sincerely,

Rick & Patsy Lewis

Holly creek

From: Jeff Griffith (jgriffith023@yahoo.com)

To: ruthlakecsd@yahoo.com

Date: Tuesday, April 2, 2024 at 11:41 AM PDT

Hi, I'm writing this to inform who ever it may be that the quad riding is out of control and needs to stop in holly creek. These kids are riding at all time of the day and night at excessive speeds and are destroying other folks property and leases. I have witnessed it many times and it continues to this day. Please let me know if you need anything else that can help put a stop to this matter.

Jeff Griffith

Concerns about ATV safety for unsupervised minors

From: Amy Dinsmore (amydinsmore85@gmail.com)

To: ruthlakecsd@yahoo.com

Date: Wednesday, April 3, 2024 at 12:10 PM PDT

Travis & Amy Dinsmore

372 Branham Way, Mad River

amydinsmore85@gmail.com

707-499-9311 / 707-845-7263

April 3, 2024

Subject: Concerns about ATV safety for unsupervised minors

Dear Ruth Lake Community Services District,

We hope this letter finds you well. We are writing to express our concerns about the use of ATVs by minors on private property and to bring attention to the potential risks and dangers associated with this activity.

We deeply support providing minors with opportunities to be outside, and enjoying recreational activities, such as ATV riding. ATVs can be thrilling and enjoyable vehicles when used responsibly and under proper supervision. However, when minors are allowed to operate ATVs unsupervised, at night, and/or on private property, it raises significant concerns about their safety and the potential for accidents or injuries.

While private property offers some level of control and perceived safety, it is essential to remember that ATVs can still pose a significant risk, especially when operated by inexperienced and unsupervised minors, often without the use of helmets or without authorization from the property owner(s).

To ensure the safety of minors who use ATVs, we strongly urge you to take the following actions:

1. **Establish Clear Rules and Guidelines:** Clearly define and communicate the rules and guidelines regarding ATV usage and where they are allowed to ride, particularly when minors are involved.
2. **Mandatory Adult Supervision:** Implement a policy requiring that all minors be supervised by responsible adults when operating ATVs.
3. **Safety Training and Education:** Require proof that comprehensive ATV safety training and education to minors and their parents or guardians has been completed; ensuring they understand the risks and necessary safety measures.
4. **Encourage Safety Gear Usage:** Emphasize the importance of wearing appropriate safety gear, such as helmets, goggles, gloves, and protective clothing, for all riders.
5. **Monitor ATV Usage:** Regularly monitor and assess the ATV usage on all affected properties to identify any potential hazards, unsafe behaviors, or unauthorized access that need immediate attention.

By taking these proactive steps, you can help mitigate the risks associated with minors using ATVs on private property and property owned by the Community Services District and create a safer environment for all involved.

We kindly request that you acknowledge receipt of this letter and provide an update on the actions taken to address these concerns. If you require any assistance or support in implementing these safety measures, we are more than willing to lend a hand.

Thank you for your attention to this matter. Again, we encourage that all children have the freedom to enjoy the outdoors and the activities that they love, but only if done in a safe and respectful manner. We sincerely hope that you prioritize the safety and well-being of minors using ATVs on your property and the property of others in the surrounding area and take the necessary steps to ensure a secure environment for all.

Sincerely,

Travis & Amy Dinsmore

FW: ATTN - Caitlin - Kids on quads

From: Dunn, Steven (sdunn@co.humboldt.ca.us)

To: ruthlakecsd@yahoo.com

Date: Tuesday, April 2, 2024 at 01:21 PM PDT

Caitlin,

I was asked to send you an e-mail regarding kids, specifically Alan Baird's grandkids, riding quads around Holly Creek on RLCSD property.

I previously owned a lease next to the Baird's, however, sold the lease to the Tuel's, who then sold to Jeff Griffith's family, Marie Adams (Lot 112C). I currently own private property on Dry Pond Lane. My wife and I have seen the kids ride quads recklessly on the roads and various lease properties and private property for a couple of years now. This has occurred both during the day and the night. When we had the lease lot, I once messaged Alan about the kids stirring up large amounts of dust, which then blew onto our site during dinner time. I have witnessed quads driving at high rates of speed on Branham Way, Holly Creek Lane, and Dry Pond Lane. I have also seen them "spin donuts" on these roads. I have witnessed them drive more than "25 mph" on these roads. I have also seen the kids ride on the private property owned by the Freson's (unknown if they had permission). I have forwarded two videos. (I may need to send in separate emails due to size). The one at night is the Freson property, which they access via RLCSD land. The second one is off Branham Way and also on RLCSD property. These were taken about a year ago.


If the kids rode slowly, from one place to another, and stayed on the dirt road, I don't think people would complain. The major concern is safety and fire danger. If one of these kids gets injured or killed on the road, hits an oncoming vehicle or crashes on your property, someone will surely get sued. These kids have made numerous "trails" through these lease lots and on RLCSD property. The grass is very high and dry in some of these areas. If a fire is started, who is responsible? RLCSD or the Baird's? If anyone from RLCSD went to the area and looked around, they would easily see these quad trails made by the kids.

I have heard the stories from others that this has been going on for years and is progressively getting worse as the kids are getting older and nothing is ever done about it. I have also heard that the Trinity County Sheriff's Office has fielded several complaints about the kids and their quads. I certainly hope that RLCSD reaches out to all the lease lot owners and private property owners to get a good idea of what's really going on before someone is hurt or a fire is started.

If you have any questions, please feel free to call me.

Regards,

Steve Dunn
(707) 599-4275

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14.3MB

Holly Creek

From: Zach Zerlang (zchzerlang@gmail.com)

To: ruthlakecsd@yahoo.com

Date: Wednesday, April 3, 2024 at 07:16 PM PDT

To whom it may concern,

I have a lease on Holly Creek and I am experiencing disturbances from teenagers riding quads at all hours of the day and night. They carry bong and pipes and smoke marijuana on my lot. The dust gets so bad in the dry months that I cannot leave my windows open. I have spoken to them directly as well as their guardian about them riding at normal hours of the day and slowing down but they have not changed. These kids have no respect for anyone else's lot and they treat the entire road like their own property.

Zachary Zerlang

RCEA/RREDC



Redwood Coast Energy Authority
633 3rd Street, Eureka, CA 95501

Phone: (707) 269-1700 Toll-Free (800) 931-7232 Fax: (707) 269-1777
E-mail: info@redwoodenergy.org Web: www.redwoodenergy.org

SECTION 11.4.a PAGE NO. 1

BOARD OF DIRECTORS REGULAR MEETING AGENDA

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

**March 28, 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:

4.1.1 February 12, 2024, Board Special Meeting, and

4.1.2 February 22, 2024, Board Meeting.

4.2 Approve Disbursements Report.

4.3 Accept Financial Reports.

4.4 Approve 2024 RCEA Policy Platform.

4.5 Appoint Colin Fiske and Pliny McCovey to Fill the Two At-Large Community Advisory Committee Seats for Two-Year Terms Expiring March 31, 2026, and Appoint Michael Shackelford to the Community Advisory Committee Blue Lake Rancheria Seat for a Term Ending March 31, 2026.

4.6 Approve Updated Account Services Manager Job Description

4.7 Authorize the Executive Director to Withdraw from Attorney-Client Representation Agreement Between Redwood Coast Energy Authority and Law Office of David Peffer, "PefferLegal."

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. NEW BUSINESS

6.1. Sandrini Battery Energy Storage Service Agreement

Approve Resolution 2024-3 Approving the Form of and Authorizing the Execution of the Energy Storage Service Agreement with Sandrini BESS Storage LLC and the Third Amendment to the Power Purchase Agreement with EDPR CA Solar Park II LLC.

6.2. Grid Resilience Innovation Partnership Program Funding Opportunity

Approve Memorandum of Agreement Between Redwood Coast Energy Authority, Blue Lake Rancheria Tribe, Hoopa Valley Tribe, Karuk Tribe, Yurok Tribe and the Cal Poly Humboldt Sponsored Programs Foundation on behalf of Schatz Energy Research Center (Schatz) to Engage in Activities Regarding the Funding and Coordination of the GRIP 2 Funding Application and Authorize the Executive Director to execute said Memorandum of Agreement.

Authorize Executive Director to Submit the GRIP 2 Funding Application for Approximately \$80,000,000 in Federal Department of Energy Funding on Behalf of the Parties Listed in the MOA with RCEA Listed as the Lead Applicant.

6.3. Executive Director Recruitment

Approve Appointment of Deputy Executive Director Eileen Verbeck to Interim Executive Director, at Compensation Determined at the February 22, 2024 Board Meeting, Beginning April 1, 2024.

Authorize staff to solicit quotes from qualified executive search firms to perform the Executive Director recruitment.

Solicit Board of Director volunteers for an ad hoc Executive recruitment subcommittee.

Authorize the ad hoc Executive Director recruitment subcommittee to act as a review committee and authorize it to take the following actions: (i) approve scope of work, (ii) approve evaluation criteria, (iii) approve selected proposal based on the selection criteria to bring to the full Board for review and approval of resulting contract, (iv) review Executive Director salary schedule and make recommendations to the Board for any proposed changes.

7. OLD BUSINESS

7.1. Humboldt Sawmill Company Biomass Emissions Biomass Technical Advisory Group and Community Advisory Committee Report (Information only)

8. STAFF REPORTS

8.1 Executive Director's Report (Information only)

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 SPECIAL MEETING

Monday, April 22, 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.

(NOTE: The April 25, 2024, regular RCEA Board meeting has been cancelled and rescheduled to April 22, due to Director and staff schedule conflicts.)



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

THIS MEETING HAS BEEN CANCELED DUE TO LACK OF QUORUM

In person: Eureka City Hall, Conference Room 207, 531 K Street, Eureka CA

March 25, 2024 at 6:30 pm
AGENDA

- I. **Call to Order**
- II. **Approval of Agenda**
 - A. Approval of Agenda for March 25, 2024
- III. **Public Input for non-agenda items**
- IV. **Consent Calendar**
 - A. Approval of Minutes of the Board of Directors Meeting: February 26, 2024
- V. **Program – Kent Scown, Chief Operations Officer, Southern Humboldt Community Healthcare District – *Update on Projects and Community Impact***
- VI. **New Business**
 - A. Discussion of FY 25 RREDC Budget
 - B. Designation of RREDC Board Members as Redwood Capital Bank Signatories in addition to RREDC Staff Gregg Foster, Virginia Salvi, Roxanne Rothery
 - C. Consideration of Letter in Support of Retaining “Market Match” Funding in FY 25 California Budget
- VII. **Old Business**
- VIII. **Reports – No Action Required**
 - A. Executive Director's Report
 - B. Loan Portfolio Report: January 31, 2024
- IX. **Member Reports**
- X. **Agenda/Program Requests for future Board of Directors Meetings**
- XI. **Adjourn**

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 accommodation.