

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



**Agenda for Regular Meeting of the Board of Directors
May 12, 2022
Meeting Start Time: 9:00 am**

DUE TO COVID-19 THE DISTRICT WILL BE HOLDING THE MEETING VIA ZOOM

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. Protect the long-term water supply and water quality interests of the District in the Mad River watershed.

COVID-19 Notice

The Board room at 828 7th street will be open to the public at reduced capacity to accommodate social distancing. Room capacity will be limited. An online option will also be available.

Members of the public may join the meeting online at:

<https://us02web.zoom.us/j/86710296323?pwd=MjZldGxRa08wZ0FWOHJrUINhZnFLQT09>

Or participate by phone: 1-669-900-9128 Enter meeting ID: 867 1029 6323 Enter password: 484138

If you are participating via phone and would like to comment, please press *9 to raise your hand.

How to Submit Public Comment: Members of the public may provide public comment via email until 5 pm the day before the Board Meeting by sending comments to office@hbmwd.com. Email comments must identify the agenda item in the subject line of the email. Written comments may also be mailed to 828 7th Street, Eureka, CA 95501. Written comments should identify the agenda item number. These comments will be read during the meeting. Comments received after the deadline will be included in the record but not read during the meeting. If participating in the meeting, public comment will also be received during the meeting.

Time Set Items:	8.2	McNamara & Peepe	9:15 am
	8.1.a.ii	Mainline Extension	10:00 am
	8.4	PFA Samoa EIFD	10:30 am
	10.1	Engineering	11:00 am
	8.8	Closed Session – Anticipated Litigation (VDI)	1:45 pm
	9.2	Annie & Mary Trail	2:15 pm
	8.9	Closed Session – Anticipated Litigation (DTSC)	2:45 pm

The Board will take a scheduled lunch break from 12:00 pm to 1:00 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 given the opportunity to address items that are on the agenda at the time the Board takes up that item. Pursuant to the Brown Act, the Board may not take

action on any item that does not appear on the agenda.

5. MINUTES

5.1 Minutes of the April 14, 2022 Regular Meeting* - discuss and possibly approve

6. CONSENT AGENDA - *These matters are routine in nature and are usually approved by a combined single vote.*

6.1 Media articles of local/water interest (Articles A – L)* - discuss

7. CORRESPONDENCE

7.1 Response to SWRCB Proposed Emergency Conservation Regulations* - discuss

8. CONTINUING BUSINESS

8.1 Water Resource Planning - status report on water use options under consideration*

a. Local Sales

i. Nordic Aquafarms – discuss

ii. Trinidad Rancheria Mainline Extension – discuss **(Time Set 10:00 am)**

b. Transport - discuss

c. Instream Flow – discuss

8.2 McNamara & Peepe - discuss **(Time Set 9:15 am)**

a. Baykeeper Letter to Senator McGuire’s Office*

b. HBMWD Email to Assemblymember Wood*

c. DTSC Letter to Humboldt Baykeeper*

d. Royal Gold

8.3 LAFCo Election Ballot* - discuss and possibly approve

8.4 Public Financing Authority (PFA) Membership for Samoa EIFD* - discuss and possibly approve **(Time Set 10:30 am)**

8.5 Letter to Humboldt County Board of Supervisors re: Auditor-Controller* - discuss and possibly approve

8.6 Succession Planning - Updated Job Descriptions and Salary Schedule* - discuss and possibly approve

8.7 VDI Claim* - discuss

8.8 **CLOSED SESSION** - Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of § 54956.9 (VDI) **(Time Set 1:45 pm)**

8.9 **CLOSED SESSION** - Conference with Legal Counsel – Anticipated Litigation: Initiation of litigation pursuant to paragraph (4) of subdivision (d) of § 54956.9 (DTSC) **(Time Set 2:45 pm)**

9. NEW BUSINESS

9.1 Surplus of Server Cabinet* – discuss and possibly approve

9.2 Annie & May Trail easement investigation on District property* - discuss and possibly authorize **(Time Set 2:15 pm)**

10. REPORTS (from STAFF)

10.1 **Engineering (Time set 11:00 am)**

a. 12 kV Switchgear Relocation (\$858,332 District match) – Status Report

i. Contractor Pay Request for April* - discuss

b. TRF Generator Project (\$517,819 District match) – Status Report

i. CalOES RFI Response sent 04/28/22* - discuss

c. Matthews Dam Advance Assistance Seismic Stability Project – Status Report

i. CalOES RFI Response sent 04/27/22* - discuss

d. Status report re: other engineering work in progress

10.2 **Financial**

a. April 2022 Financial Statement & Vendor Detail Report* – discuss and possibly approve

- b. Employee Life Insurance Analysis* – discuss and possibly approve
- c. FY22/23 Budget Introduction: Services & Supplies and Salaries & Employee Benefits* - discuss

10.3 Operations

- a. Monthly report on projects and operations* – discuss

11. MANAGEMENT

- 11.1 Cal Poly HSU Capstone Reports* - discuss
- 11.2 Allocation of \$19,597.72 Refund from JPIA Rate Stabilization Fund* - discuss and possibly approve

12. DIRECTOR REPORTS & DISCUSSION

12.1 General - comments or reports from Directors

12.2 ACWA

- a. ACWA Spring Conference and Committee Update – report out
- b. ACWA Region 1 Program and Tour* - discuss

12.3 ACWA – JPIA

- a. JPIA Spring Conference and Committee Update – report out
- b. H. R. LaBounty Safety Awards Program* - discuss

12.4 Organizations on which HBMWD Serves

- a. RCEA News and Updates* - report out
- b. RREDC* - report out

ADJOURNMENT

ADA compliance statement: In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact the District office at (707) 443-5018. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (Posted and mailed May 6, 2022.)



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

Board of Directors Meeting

May 2022



PG&E Hookup to 12kV

MINUTES

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



**Minutes for Regular Meeting of the Board of Directors
April 14, 2022
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. Protect the long-term water supply and water quality interests of the District in the Mad River watershed.

Time Set Items:	8.2	McNamara & Peepe	9:15 am
	8.3	2020 Census & Redistricting Public Hearing	9:30 am
	10.1	Engineering	11:00 am
	8.7	Closed Session – Anticipated Litigation (VDI)	2:00 pm
	8.8	Closed Session – Critical Infrastructure	2:30 pm
	8.9	Closed Session – Anticipated Litigation (DTSC)	3:00 pm

1. ROLL CALL

President Woo called the meeting to order at 9:01 am. Director Rupp conducted the roll call. Directors Latt, Lindberg, Rupp and Woo were present. Director Fuller was not present. General Manager (GM) Friedenbach, Business Manager Chris Harris, and Board Secretary Fiona Wilson were present. District Counsel Ryan Plotz, Nathan Stevens of GHD, Special Counsel Tal Finney, and members of the public Jennifer Boak, Linda Miller, Dave Hankin, an unidentified Galaxy Tab E user, and Jennifer Kalt of Humboldt Baykeeper were present for a portion of the meeting. Director Latt stepped away from the meeting from 2:00 to 2:54 pm.

2. FLAG SALUTE

President Woo led the flag salute.

3. ACCEPT AGENDA

On motion by Director Lindberg, seconded by Director Rupp, the Board voted 4-0 to accept the agenda. Director Fuller was not present for the vote.

4. PUBLIC COMMENT

Lease lot holder Jennifer Boak expressed concern regarding woody debris that has been left on her lot. GM Friedenbach will follow up with her via telephone.

5. MINUTES

5.1 Minutes of the March 10, 2022 Regular Meeting

In Section 8.1.a.i. the Board requested a change to the last sentence. Staff will change the last sentence to: "The Board discussed concerns that GHD scientist Ken Mierzwa was misrepresented in the draft EIR."

In Section 8.2, the Board requested a change to the sixth sentence. Staff will replace the word "contamination" with "dioxins and pentachlorophenol (PCP)".

On motion by Director Rupp, seconded by Director Latt, the Board voted 4-0 to approve the minutes as amended. Director Fuller was not present for the vote.

5.2 Minutes of the March 22, 2022 Special Meeting

On motion by Director Rupp, seconded by Director Lindberg, the Board voted 4-0 to approve the minutes. Director Fuller was not present for the vote.

6. CONSENT AGENDA - *These matters are routine in nature and are usually approved by a combined single vote.*

6.1 Media articles of local/water interest (Articles A – N)

President Woo pulled consent article 6.1B for discussion.

On motion by Director Rupp, seconded by Director Lindberg, the Board voted 4-0 to approve consent item 6.1 with the removal of Article B. Director Fuller was not present for the vote.

Article 6.1B was an opinion piece regarding Humboldt Community Services District's (HCSD) fixed costs and water rates. The Board discussed the possibility that the author lacked information on consumption and how rates are established. Staff will draft a response to the article to provide clarification regarding water rates, municipal and industrial consumption, and the relationship between the District and HCSD. On motion by Director Rupp, seconded by Director Lindberg, the Board voted 4-0 to approve consent article 6.1B. Director Fuller was not present for the vote.

6.2 CalFire Press Release – Fuels Reduction at Ruth Lake

A press release was issued regarding \$500,000 in fuels reduction funding provided to HBMWD at Ruth Lake.

On motion by Director Rupp, seconded by Director Lindberg, the Board voted 4-0 to accept consent item 6.2. Director Fuller was not present for the vote.

7. CORRESPONDENCE

7.1 Extension Request for 2021 Dam Safety Surveillance and Monitoring Report (DSSMR)

The DSSMR is a comprehensive review, safety analysis, and report on the survey data and maintenance work at R.W. Matthews Dam. Surveillance and monitoring of the dam are preemptive approaches to dam safety. In addition to the regulatory reports required by the state Division of Safety of Dams (DSOD), the District is required to submit the DSSMR to the Federal Energy Regulatory Commission (FERC) every year. District staff are finalizing the 2021 DSSMR and, due to the late receipt of the dam survey report (3 months past normal), have submitted an extension request to the FERC. The District has not yet received a response from FERC.

7.2 Support for Klamath Region Community Air Monitoring Network Project

The Schatz Energy Center at Cal Poly Humboldt has submitted an application to the U.S. Environmental Protection Agency (EPA) to establish a "Community Air Monitoring Network." The project aims to establish infrastructure that will assess air quality, inform programs, and guide decision making. The project's air monitoring domain includes areas of the Mad River Watershed which contain District facilities. The District provided a letter of support for the project and indicated the District's willingness to host air quality sensors on District property.

7.3 2021 HBMWD Draft Consumer Confidence Report

The District completes the Consumer Confidence Report (CCR) every year, and the 2021 draft was distributed to the District's municipal customers. The data contained in the CCR is used by municipal customers to communicate water quality information to their respective retail customers. Nothing of concern is indicated in the Draft CCR. The final CCR will be distributed in June.

7.4 Opposition Unless Amended Letter for SB 1157

The Board discussed SB 1157 – Indoor Residential Water Use at the March Board meeting, and staff sent an Oppose Unless Amended Letter to the Senate Committee on Natural Resources and Water as directed.

7.5 Opposition Letter for AB 1717

The Board discussed AB 1717 – Prevailing Wage for Forestry Fuel Reduction at the March Board meeting, and staff sent an Opposition Letter to the California State Assembly as directed.

7.6 DSOD Fee Schedule Notification

The District received the Division of Safety of Dams' (DSDOD) fee schedule for the upcoming year. As owners of the dam, the state charged the District \$34,000 for Fiscal Year (FY) 2021/22. The fees will increase to \$42,000 for FY 2022/23. The District requested that the state factor in the small size of the Ruth hydro plant when determining fees, but it was not taken into consideration.

7.7 Fuel Reduction Letter to Lease Lot Holders

The District notified lease lot holders at Ruth Lake of the CalFire Fuels Reduction Program for creating defensible space on District property. The letter requested input from lease lot holders because each lease lot is unique and has its own defensible space needs.

7.8 H. Benzonelli Letter regarding Appointment to LAFCo

The District received a letter from Heidi Benzonelli, who is seeking selection as a Special District Alternate Member for LAFCo. The Board discussed Benzonelli's qualifications. Ballots for the election will be due on June 24, 2022.

7.9 ARPA Request to Board of Supervisors

The District sent a letter to the Humboldt County Board of Supervisors, requesting assistance sourced from the American Rescue Plan Act's Coronavirus Local Fiscal Recovery Fund. The request for \$160,000 in funding was requested to address the District's fiscal losses due to pandemic-related expenditures. Supervisor Bushnell responded that she would bring the request to the Board of Supervisors.

8. CONTINUING BUSINESS

8.1 Water Resource Planning - status report on water use options under consideration

a. Local Sales

i. Nordic Aquafarms

The Humboldt County Planning Commission will hold a public hearing at 6:00 pm on April 21, 2022.

ii. Trinidad Rancheria Mainline Extension

District Counsel is preparing the draft MOU between McKinleyville CSD and HBMWD to wheel water to the Rancheria. Staff expects the draft will be ready for the Board's review in May. After the Board's review, the draft will go to McKinleyville CSD for their review before the final draft is prepared.

b. Transport

There was no update to report.

c. Instream Flow

A grant performance extension request was approved by the Wildlife Conservation Board. The grant performance period was due to expire in March and was extended until September of 2023. Governor Newsom's Executive Order (EO) N-7-22, Section 6 directs the Water Board to expeditiously consider petitions that add beneficial uses for fish and wildlife. Additionally, the EO waives the 1707 permit fees for those applications. The District is moving forward with the 1707 permit submission.

The Board requested and staff will organize an educational opportunity for the Board to learn specifics about the District's instream flow dedication.

8.2 McNamara & Peepe

President Woo recused herself due to a conflict of interest. Humboldt Baykeeper tested a private domestic well downstream of the contaminated McNamara & Peepe site and pentachlorophenol (PCP) and dioxins were detected. Homeowners in the vicinity may be unknowingly using contaminated water for domestic purposes. Humboldt Baykeeper submitted the results to the Department of Toxic Substances Control (DTSC) and received a response that the data from the tested well is under review. Humboldt Baykeeper has notified Humboldt County Environmental Health about the contamination, and is working with advocates in Sacramento to get more attention and funding for this issue via a public forum or other means. California Coastkeeper Alliance is drafting a letter to Senator McGuire to request funding before the FY 2022/23 budget is approved. DTSC has accepted the results of the surface water sampling event which took place on December 15, 2021.

United Indian Health Services (UIHS) submitted a letter to DTSC conveying the concerns shared by the nine federally-recognized tribes served by UIHS. UIHS requested the immediate removal of all contaminated soil and DTSC has not responded to the letter. District staff met with Senator McGuire's staff to request assistance from the Senator, and will reach out to Assemblymember Wood as well.

8.3 2020 Census & Redistricting Public Hearing and Resolution 2022-05

Every ten years, the District must consider redrawing division boundaries to comply with the federal Voting Rights Act of 1965. Staff reviewed the precinct and population census data and provided four scenarios for the Board's consideration during the March 10 regular meeting. The Board requested revisions that would even out the population and enhance continuity of populations and boundaries. Staff revised the scenarios and returned to the Board during the March 22 special meeting with the requested revisions.

Three division maps were finalized and included in the April 14 Board packet for the Board's consideration and approval: Scenario 0 presented the status quo, Scenario 2 equally divided population by division, and Scenario 4 considered community characteristics with unequal populations by division. President Woo opened the public hearing at 9:35 am, and closed it at 9:36 am with no public comment. The Board discussed the three scenarios, and Scenario 2 gained the most approval. Under Scenario 2, the City of Blue Lake would be moved from Division 2 to Division 3. President Woo noted that every constituent, including the City of Blue Lake, is welcome to communicate concerns and feedback to any of the Board members, regardless of Division or Director representative.

On motion by Director Rupp, seconded by Director Latt, the Board voted 4-0 by roll call vote to relocate division boundaries according to Scenario 2 and adopt Resolution 2022-05 accordingly. Director Fuller was not present for the vote.

8.4 Boldway Lot Line Adjustment

Jeremiah Boldway is the owner of private property that encroaches on District property. His cabin burned in the August Complex Fires, and was subsequently identified by CalOES to have been situated on District property. Mr. Boldway has requested a lot line adjustment to rebuild his cabin on the graded terrace where it was previously located. Mr. Boldway's surveyor has been trying to work with Trinity County to move the proposal forward. The two parcels are zoned differently, so that may be problematic. GM Friedenbach noted that approving the adjustment could potentially set a precedent for encroachment onto District property. Staff provided a project status update to the directors. The project is currently awaiting action by Mr. Boldway and his consultant.

8.5 Samoa Peninsula Clean CA Local Grant Program

Redwood Community Action Agency (RCAA) and the Humboldt Bay Harbor, Recreation and Conservation District have been awarded \$900,000 in grant funding to beautify the peninsula and areas around Humboldt Bay. RCAA aims to collaborate with the District to create a mural on the District's one-million gallon industrial reservoir. However, the reservoir is slated to be seismically retrofitted with

Hazard Mitigation grant funding, so the timing of the two projects may not align. A specific collaboration request by RCAA will come back to the Board at a later date.

8.6 Joint Board Meeting with Ruth Lake CSD Draft Agenda (June 17, 2022)

The Board reviewed the draft agenda and provided feedback. Staff will add quagga mussel prevention and gate maintenance/lake access to the agenda. The gates at Ruth Lake Recreation Area Campground (Ruth Rec) and Ruth Lake Marina have been repaired. The gate at Old Ruth Day Use Area has not been repaired yet, but a chain with padlock is in place. The District will submit a grant application to move the gate arm mechanism at Ruth Rec to a higher elevation to preserve the electrical system when the lake level is high. GM Friedenbach proposed conducting the meeting at Journey's End rather than headquarters, and the Board supported the suggestion. Director Rupp notified the Board that he will not be present at the joint Board meeting.

8.7 CLOSED SESSION - Conference with District Legal Counsel Ryan Plotz – Anticipated Litigation: Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9 (VDI)

Director Latt recused himself due to a conflict of interest. The Board went into closed session at 2:07 pm and came out of closed session at 2:16 pm with nothing to report.

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

The Board went into closed session at 2:30 pm and came out of closed session at 2:41 pm with nothing to report.

8.9 CLOSED SESSION - Conference with District Special Counsel – Anticipated Litigation: Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9 (DTSC)

President Woo recused herself due to a conflict of interest. The Board went into closed session at 3:01 pm and came out of closed session at 3:43 pm with nothing to report.

9. NEW BUSINESS

9.1 Tsunami Drill and Director Go Bag Review

Each of the Board members has an emergency "Go Bag" stored at the main office that is filled with supplies in the event of an earthquake, tsunami, wildfire, or other disaster.

9.2 Succession Planning Introduction

Ten of the District's 28 full-time employees are currently eligible for retirement, and another three employees will be eligible for retirement within five years. Four employees with over 100 years of combined service to the District have stated their intention to retire within the next five years, including the General Manager and Superintendent.

To ensure that the District is prepared for effective succession planning, staff have reviewed job descriptions and determined that several job descriptions are out of date or not correctly aligned on the salary schedule. Staff will bring the proposed changes to personnel allocations, position titles, and job descriptions to the Board at the May meeting.

10. REPORTS (from STAFF)

10.1 Engineering

District Engineer Nate Stevens provided the March Engineering Report.

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

i. Contractor Pay Request for February/March

Sequoia Construction Specialties submitted a pay request for \$128,687.67 for completed work.

PG&E staff did a site inspection at the end of March and conditional permission to energize the switchgear was granted for May 4, 2022. The generator controller upgrade should be completed by May 13, 2022.

ii. IPA Shipping Change Order Request Letter

Sequoia Construction Specialties submitted a Change Order (CO) Request for an additional \$62,071.25 in charges associated with the Integrated Power Assembly (IPA) building. GHD responded to the CO request, disputing most of the requested additional payment and is awaiting a response.

b. TRF Generator Project (\$517,819 District match)

The District is awaiting a response from FEMA regarding funding.

c. Status report re: other engineering work in progress

There was nothing to report.

10.2 Financial

a. March 2022 Financial Statement & Vendor Detail Report

Business Manager Harris provided the March Financial Report. The Humboldt County 1% Tax Account reflects a negative balance of \$18,048.38. An allocation of approximately \$1 million of property tax revenue has not been posted to the account yet, but LAFCo and administrative fees have been deducted from the account nonetheless. This account directly impacts the District Price Factor 2 credits to the municipal customers per Ordinance 16.

The District should be earning interest on funds deposited into the SRF Loan Payment Account every month, but the last statement from the County is for January – March of 2020.

The District has not received confirmation that the County has closed the Investment Account, DWFP Reserve Account, MSRA Reserve Account, and ReMat Account Direct as requested over a year and a half ago.

The Board discussed sending a letter to the County Board of Supervisors regarding the lack of information from the Auditor-Controller's office. The GM and Business Manager supported the idea. The letter could be used as documentation for the District's auditor. Staff will bring a draft letter to the Board in May.

General Fund Reserves are \$2.6 million. Salary & Benefits expenditures are at 78%. Materials and Supplies expenditures are at 105% due to increasing cost of chlorine. Director Fuller reviewed the bills for March, but was not present to make any comments.

On motion by Director Rupp, seconded by Director Lindberg, the Board voted 4-0 to accept the report and approve payment of the bills in the amount of \$294,309.10. Director Fuller was not present for the vote.

b. Project Budget Meeting and BBQ Dates

The project budget meeting is scheduled for May 31, 2022. The District BBQ will be scheduled for a later date.

c. Unum Life Insurance Analysis

Staff reviewed insurance options available to the District and provided a comparison of rates for employee disability, life insurance, and accidental death and dismemberment. Staff will bring more detailed information regarding the ratings and coverage to the May meeting for the Board's consideration and possible approval.

10.3 Operations

a. Monthly report on projects and operations

GM Friedenbach provided the March Operations Report. Ruth Headquarters recorded 1.64" of rainfall

for March. The lake level on March 31st was 0.2' above the spillway. Ruth Hydro produced 148,800 KWh in March, with two shutdowns for maintenance. As of March 31, 209.841 MG were pumped at an average of 6.769 MGD.

A respiratory safety meeting and respirator fit-testing was held on March 2. A safety meeting on confined spaces, gas detectors, SCBAs, lockout/tagout, and patient packaging/SKED training was held on March 16. DSOD conducted an inspection of the dam, and provided a positive report. Annual maintenance at Ruth was performed from March 28-30. Staff will bring a comparison of current and 1976 river levels and flow data for the May meeting.

b. Reinstate Previously Surplused Property

Staff requested to remove the water buffalo trailer and tank from the surplus asset list, to be used for mobile fire suppression at Ruth Lake.

On motion by Director Rupp, seconded by Director Lindberg, the Board voted 4-0 to insure and reinstate the trailer. Director Fuller was not present for the vote.

11. MANAGEMENT

GM Friedenbach provided the March Management Report.

11.1 Healthy Forest Grant Program

57,000 donated douglas fir and ponderosa pine seedlings, and 120 river maples were planted in March. 2-3,000 excess seedlings didn't get planted and have been heeled in the ground until next year. Burned oak trees are sending up shoots, and pine seedlings are sprouting on their own. Director Latt left the meeting at 2:00 pm. Staff relayed a request by lease lot holders to opt out of the Fuels Reduction program to create defensible spaces around their lease lot improvements. The Board expressed their opposition to allowing lease lot holders to opt out of creating defensible space. They stated that this is a mandatory program.

11.2 Resolution 2022-06 – Opposition to Initiative 21-0042A1

CSDA recommended that the District oppose Initiative 21-0042A1, as it limits the ability of voters and state and local governments to raise revenues for government services. It could dramatically affect the ability to raise water rates and complete capital improvement projects. The Board discussed the resolution.

On motion by Director Lindberg, seconded by Director Rupp, the Board voted 3-0 by roll call vote to approve the resolution to oppose Initiative 21-0042A1. Directors Latt and Fuller were not present for the vote.

11.3 Cal Poly HSU Senior Capstone Projects

Environmental Resources Engineering senior capstone projects will be presented from 6:00-8:00 pm on Tuesday, May 3, in Founders Hall 118. The following projects were selected: Station 6 Weir Enhancement, Stream Enhancement at Station 6, Collector 4 River Channel Re-direction, and R.W. Matthews Dam siphon. Directors and staff are invited to attend.

12. DIRECTOR REPORTS & DISCUSSION

12.1 General - comments or reports from Directors

Director Lindberg acknowledged that geology clients have been attempting to reach him at the District main office by mistake.

12.2 ACWA

a. ACWA Committee Update

Director Rupp provided the March ACWA Committee update.

At the March 25 ACWA Board meeting, the Board discussed the formation of a 501(c)(3) nonprofit to promote diversity, equity, and inclusion in the water industry. This would involve the distribution of

scholarships, grants, and water employees' development in underrepresented communities. Director Rupp was appointed to the steering and finance subcommittees that are involved with the development of the 501(c)(3). ACWA continues with headwaters restoration and infrastructure advocacy at the state and federal levels.

ACWA's Finance Committee met on March 8, and is considering how to invest the \$2.3 million proceeds of sale of their building to address unfunded liability. Since ACWA is not a governmental organization, the revenue could be invested via a broker.

The Communications Committee has distributed a handbook that provides guidance regarding communicating with elected officials.

The ACWA Region 1 Event is scheduled for July 7-8, 2022. The draft itinerary begins at 5:00 pm on Thursday with a tour on the Madaket, before dinner at the Sea Grill and presentations by ACWA President Pam Tobin, Executive Director Dave Eggerton, and ACWA-JPIA Executive Director Andy Sells. On Friday morning the group will meet at the main office for presentations on the District's instream flow project, McKinleyville CSD's solar program, and Humboldt CSD's SCADA system. A short round table will follow. Lunch will be at the Ingomar, followed by a presentation at the Nordic Aquafarm facility. The event will end at approximately 2:00 pm, and is estimated to cost approximately \$70 per person. GHD will underwrite the cost for the Madaket tour. President Woo expressed her appreciation for Director Rupp's time and representation.

12.3 ACWA – JPIA

a. Presentation of ACWA-JPIA refund check

Director Rupp presented the retrospective premium adjustment for worker's compensation in the amount of \$19,597.72. Property and liability premium adjustments have not been issued, but will be issued when appropriate. Director Rupp commended staff on the implementation of District safety initiatives.

b. Liability, Property, and Workers' Compensation Programs Risk Assessment

ACWA-JPIA Senior Risk Control Advisor Thor Benzing conducted a risk assessment at Essex and recommended adoption of a backing-up policy for District vehicles. He also recommended notifying ACWA-JPIA when the District acquires assets. He advised the District to contact Member Services to review the special use process for special events at Park 1 and Park 4. Traffic control and ergonomics trainings have been scheduled and are underway. A sample return-to-work policy was provided. GM Friedenbach opposed limiting a modified or alternate work assignment under an artificial 90-day timeframe because there is a higher success rate with bringing employees back to work on light-duty. Director Latt returned to the meeting at 2:54 pm.

12.4 Organizations on which HBMWD Serves

a. RCEA News and Updates

Director Fuller attended the March meeting in lieu of President Woo and was not present to provide a report. The monthly newsletter was included in the Board packet.

b. RREDC

Director Latt did not attend the March meeting but reported that a special meeting was held on March 31 to envision Board priorities and set goals for the next five years.

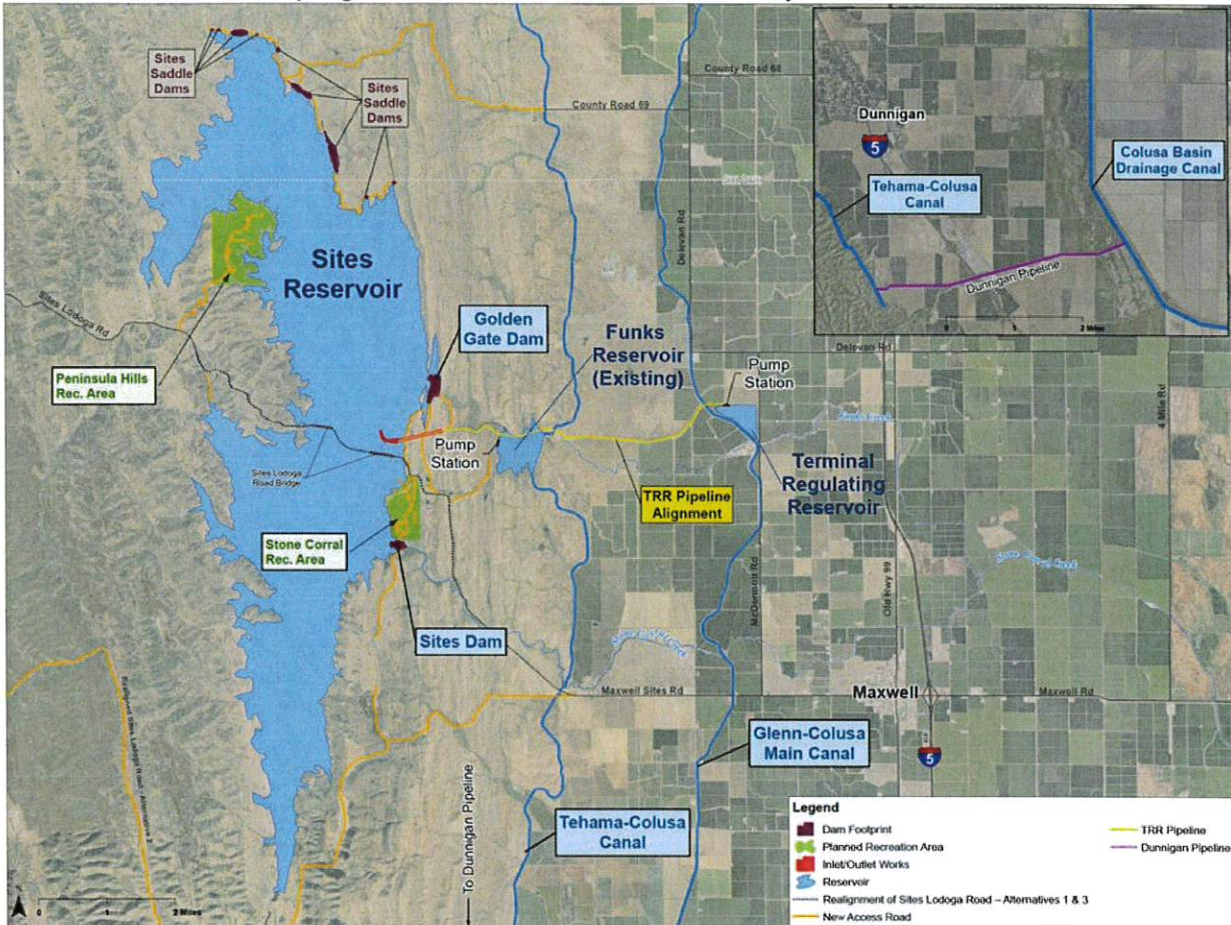
ADJOURNMENT

The meeting was adjourned at 3:45 pm.

CONSENT

Breaking: Metropolitan Water District of Southern California Votes to Fund Sites Reservoir Project

Dan Bacher Wednesday April 13, 2022 · 9:34 AM PDT *Daily Kos*



Los Angeles, CA - The Board of Directors of the Metropolitan Water District (MWD), the main water wholesaler in Southern California, voted on April 12 to fund the next phase of planning for the controversial Sites Reservoir with \$20 million of ratepayer money.

If built, Sites Reservoir would be located on the west side of the Sacramento Valley, approximately 10 miles west of Maxwell, Calif., in Glenn and Colusa Counties.

The vote was 54.66% in favor of the project. The board members voting “no” or abstaining were Cordero, Luna, Ortega, Phan, Quinn, Ramos, Sutley Abstain- Fong Sakai, Miller and Smith.

The board members voting for Sites were Ackerman, Apodaca, Atwater, Blois, Camacho, DeJesus, Dennstedt, Dick, Erdman, Fellow, Gray, Hawkins, Jung, LeFevre, McCoy, Morris, Peterson, Pressman, Record, Tamaribuchi, Williams and Abdo.

The board voted for the project after the Water Planning and Stewardship Committee recommended that the Board “appropriate \$20 million and authorize an amendment to the 2019 Reservoir Project Agreement with the Sites Project Authority to allow participation in the Sites Reservoir Project Amendment 3 Workplan.”

The General Manager determined that the proposed actions are exempt or otherwise not subject to CEQA (California Environmental Quality Act).

“Climate change is dramatically affecting our supplies on the State Water Project,” said Metropolitan General Manager Adel Hagekhalil in a statement after the board vote. “So the question is, how do we reinvest, how do we adapt, how do we replicate the snowpack storage we are losing and build climate resiliency? It will take new local supplies and groundwater storage, but it will also take new surface storage, both upstream of the Delta and downstream of the Delta.”

“This is a commitment to the planning process, to have Metropolitan at the table during that process, so we can ensure this project is viable for the state, for the environment, and for Metropolitan. We want to make sure everyone’s voices are heard in this process. The decision to fund the project’s construction will come later,” Hagekhalil stated.

While Sites proponents said the project will have “multiple benefits,” Sierra Club California said the project would have “major negative consequences” for local communities across Southern California — and would also facilitate the construction of the Delta Tunnel.

“Sierra Club California and environmental justice groups have steadfastly fought against the Sites Reservoir project,” the group said in a statement. “The project will facilitate the environmentally destructive Delta Conveyance project (aka Delta tunnel), which environmentalists and the public have consistently opposed for decades,”

“The Delta tunnel will harm the important biodiversity of the Bay-Delta region, and cost ratepayers up to \$40 billion. Sites Reservoir is the tunnel’s sister project, storing water that will flow through the tunnel. Importantly, neither project will provide a new source of water for the area,” the group noted.

“For years, the freshwater flowing into the San Francisco Bay-Delta, located near Stockton, has been overdrawn. This has resulted in a loss of habitat, fish, and wildlife. The lack of freshwater also creates increased algal blooms that put nearby communities at risk. The tunnel and Sites Reservoir will only exacerbate these problems,” the group stated.

In response to the vote, Caty Wagner, Sierra Club California SoCal Water Organizer, issued a statement explaining her disappointment with the Board decision:

“We are disappointed that MWD decided to fund the next phase of Sites. This irresponsible decision directly harms Californians and increases Southern California’s dependence on the already-strained Bay-Delta.

“We commend the members of the board who listened to the comments of concerned citizens and activists and voted against this project. It’s deeply troubling that a majority of the MWD board refuses to value sustainable water management.”

We will continue to advocate for more community engagement, especially for affected Tribes, and the importance of local supplies, which will increase our resiliency in the face of climate change, create local jobs, and provide relief to the communities and wildlife of the Delta.”

A large number of people from throughout the state made comments opposing the vote during the public comment period of the meeting. Those include Grace Marvin, Tom Williams, Anna Hayes, Conner Everts, Mercedes Macias, Steve Usher, Sydney P, Wes Chuang, Shingle Springs Band of Miwok Indians Vice Chair Malissa Tayaba, Maura Monagan, Patrick Porgans, Yvonne Martinez Watson, Kasil Willie from Save California Salmon, Denise Cisneros, Lionel Mares, Cherie Ross, Araceli Moreno, Ashley Overhouse of Friends of the River, Charming Evelyn, Deirdre Des Jardins, Samuel Butler, Luis Vazquez, Judith S. Anderson, Bill Niemand, Marilyn Paladin, Karen Jacques, Nancy Havassy, Joyce Summers, Alice Neuhauser, Dani Lindamood, Les Kishler and Penelope LePome.

Vice Chair Malissa Tayaba of the Shingle Springs Band of Miwok Indians said, “The ancestral waterways are the lifeblood of the Tribe. We were displaced by colonization, John Sutter, the gold rush and fur trade... Your decisions regarding Sites Reservoir have a direct impact on the future of the Tribe.”

Ashley Overhouse of Friends of the River stated, “California already has 1,400 dams and most dams and reservoirs have had devastating impacts on our rivers, native fish and wildlife, and the Tribes, fishing jobs, and communities that depend on their health. Sites is no different.”

Kasil Willie, the staff attorney at Save California Salmon, said, “The state will receive less reliable rainfall & this is our new normal. This project won't create more water to be used. It doesn't make sense to invest money when it's dependent on uncertain factors. 150 Tribal sites are located in the area of impact.”

Maura Monagan of the LA Waterkeeper stated, “We need to do everything we can to invest in local smart water supplies. We need to focus on multi-benefit programs, groundwater remediation and stormwater capture. Sites Reservoir and Delta Tunnel are irresponsible.”

Patrick Porgans of Planetary Solutionaries said, “I want to compliment MWD for reducing their water use. 1 million acres of almonds require 3x more [#water](#) than MWD and 80% of

those [#almonds](#) are exported. The board needs to vote No on Sites; it's a rebranded version of off-stream storage."

The vote took place the same day that the Pacific Institute in Oakland released groundbreaking new research quantifying "dramatic opportunities for innovative urban water strategies to provide drought relief and longer-term water resilience."

"The Untapped Potential of California's Urban Water Supply: Water Efficiency, Water Reuse, and Stormwater Capture" reveals the state could reduce urban water use by 30%-48% through investments in water efficiency measures.

"The analysis also highlights the potential to boost local water supplies by more than tripling municipal water reuse and significantly increasing stormwater capture across the state. While the findings are specific to California, they can inform water resilience strategies across the United States and beyond," the Institute reported.

View the press release [here](#). View the infographic [here](#). View the Executive Summary [here](#). View the report [here](#).

Eel River Dam Removal is Moving Forward. It Will Create California's Longest Free-Flowing River.

Active NorCal April 17, 2022

On Thursday, PG&E's 50-year license for the Eel River Dams expired, with the company opting against renewing the costly Potter Valley Project (PVP). After the license is surrendered and the project is decommissioned, the long road to removing the Eel River Dams will begin, eventually creating California's longest free-flowing river.

The PVP is a hydroelectric system consisting of two dams, a diversion tunnel and a powerhouse on the Eel River. When old dams come due for relicensing, they are required to meet 21st century standards for fish passage. Upgrading these ancient structures comes with enormous cost, so much so that it is often cheaper to just remove the dams entirely. That's why PG&E has opted to abandon the outdated structures.

The Scott Dam, sitting at 99-years-old, was built as part of the PVP to provide hydroelectric power for the city of Ukiah. Before the dam was installed, the Eel hosted some of the most dramatic salmon and steelhead runs in California. The few remaining fish are now listed as threatened under the Federal Endangered Species Act. Because the dam prevents the normal, seasonal flushing of sediments in the river, the water is considered "impaired" under the Clean Water Act.

According to CalTrout, "The Eel represents perhaps the greatest opportunity in California to restore a watershed to its former abundance of wild salmonids."

Over the coming months, the Federal Energy Regulatory Commission will ask PG&E to prepare a process to surrender their license and decommission the project. The decommissioning process will likely take years, mostly due to the environmental and economic impact. A significant amount of Eel River water is piped over to the Russian River where farmers and winemakers depend on these flows. Due to looming drought scenarios, the dam removal will likely include agreements to compensate agricultural interests when there is not enough water to meet their needs.

The Eel River Dam removal project will take place after the removal of the four Klamath River dams, which is set to occur later this year.

The Science Behind Dams

There are well over 1,000 dams in California, some more than a century old. Most dams were erected to establish critical water supply, but also for hydroelectric power generation and flood control. If Shasta

and Keswick Dams in Shasta County were removed, towns like Redding could literally be washed away during spring flooding season. But there are still plenty of old dams, structures that no longer serve their original purposes, that could be removed to give wild salmon and steelhead access to ancestral spawning habitat.

Dams degrade water quality. They also block the rich nutrients brought into the habitat by spawning anadromous fish. The salmon and steelhead using our rivers for spawning have traveled and fed in thousands of miles of ocean water from as far away as Canada, Alaska or even Russia. When they die after spawning these exotic nutrients supercharge the ecosystem benefiting all forms of life. The reservoirs behind dams warm and broaden the river corridor often providing warm water habitat for destructive non-native species. Even though many dams provide fish ladders allowing passage over the dams, they are largely statistical failures. For reasons known only to the fish, many fish will not use them. This creates a large pod of fish below the dams that will never spawn. The dams also give piscivorous species (fish that eat other fish) like pikeminnows a terrific opportunity to dine on salmon and steelhead smolts that will never make it to the ocean.

Dam removal is about much more than restoring endangered fish populations. If you consider the fact that everything in an ecosystem is connected, you realize you cannot alter one aspect of a river without impacting everything else. Once streams are returned to their natural states, they are able to cleanse themselves, wash out all the sediments that smother aquatic plants, insects and fish. Improved water quality also impacts everything from associated wetlands (and the life sustained there) to coastal beaches and estuaries.

So, you think California has a dam problem? We are far from alone. According to the the US Army Corps of Engineers, there are over 80,000 dams three feet or greater in this country. California is on the cutting edge of a national movement for dam removal where the benefits outweigh the costs for retrofitting century-old structures built in an age where we thought we had an endless supply of good habitat.

As communities strive to wrestle with all of the complex economic and environmental hurdles involved in dam removal, more are deciding the benefits outweigh the costs. Not all dams are good candidates for removal, but enough of them are to feed a growing national movement to come up with win-win scenarios for fish, ecosystems and human beings. It's nearly everyone's dam business.

Sonoma County unveils first-ever proposed well water fees under pioneering California groundwater law

GUY KOVNER *THE PRESS DEMOCRAT* April 18, 2022, 7:02AM



David Noren, a member of the Santa Rosa Plain Groundwater Sustainability Agency's advisory committee, uses a water level indicator to check the water level in the well on his property in Sebastopol on Thursday, April 7, 2022. (Christopher Chung/ The Press Democrat)

In a dramatic shift from California's history of allowing landowners to freely pump and consume water from their own wells, Sonoma County's rural residents and many others will soon begin paying for the water drawn from beneath their feet.

In the sprawling 81,284-acre Santa Rosa Plain groundwater basin, the proposed regulatory fee for a rural resident is \$18 to \$25 a year, much lower than the rates in the more sparsely populated Petaluma and Sonoma valleys.

In the 44,846-acre Sonoma Valley basin, the fee would be \$48 to \$80 a year, and in the 46,661-acre Petaluma Valley basin, it would be \$115 to \$200 a year.

The residential fees are based on an assumption that rural residents typically pump a half-acre foot of well water a year. Most homes do not have water meters and none will be installed under the fee program.

Large groundwater water users — including ranches, cities, water districts and businesses — would pay fees based on the volume of water drawn from their wells.

Fees in the Santa Rosa basin would be \$35 to \$50 per acre foot, in Sonoma Valley \$95 to \$160 per acre foot and in Petaluma Valley \$230 to \$400 per acre foot.

The proposed fees, unveiled in a series of public Zoom meetings last month, stem from a state law mandating payments to support locally tailored plans to sustain groundwater resources for the next 50 years, including a 20-year drought.

The Sustainable Groundwater Management Act of 2014 required 94 of California's 515 groundwater basins to form agencies to implement the plans.

Those basins, combined with areas that have already established groundwater oversight, account for 98% — 20 million acre feet — of pumped water within the state's groundwater basins, according to the Department of Water Resources.

Sonoma County's groundwater sustainability agency governing boards — appointed by agency members, including cities, towns, water and conservation districts, county supervisors and the county water agency — will consider various fee proposals at their meetings this month.

The three boards must adopt funding plans in June and if any regulatory fees are approved they would most likely be included in the fall property tax bills, said Ann DuBay, a Sonoma Water manager who is administrator of the Petaluma Valley and Sonoma Valley Groundwater Sustainability Agencies.

Should any basin decline to set groundwater fees, the state would impose a flat fee of \$40 per acre foot. An acre foot of water is enough to supply about 2.3 households for one year.

Sustainability involves monitoring of groundwater conditions to “ensure clean and plentiful groundwater for future users ... while allowing for reasonable and managed growth,” DuBay said. “We have to close the (groundwater) data gap and fix all the problems,” she said. “It starts to add up to some significant dollars in each basin.”

The operating cost of the Santa Rosa and Petaluma agencies is about \$1.1 million a year and the Sonoma Valley agency, already faced with declining groundwater, costs about \$1.2 million — not including any capital costs.

The wide range of proposed fees for rural residents and large water users is due to the number of well owners in each basin, with 9,000 well parcels in the Santa Rosa basin, 1,250 in the Petaluma Valley and 3,000 in Sonoma Valley.

A well parcel is property assumed to be using groundwater because it has no other water source or may be receiving water from another source, such as a city, but is known to have a well.

In each basin, the lower fee assumes grants will cover 40% of the costs and the higher figure applies if no grant funds are available.

Each basin has received more than \$2 million in grants to cover work from 2017 to this year. “That’s been great,” DuBay said.

Since 2017, existing local agencies have been paying the sustainability program costs that must now be covered by the three groundwater basin agencies.

The proposed regulatory fees are one of several revenue options, including well head fees (a flat fee per well), parcel taxes that would require two-thirds voter approval and benefit assessment districts, which also require voter approval.

David Noren, a Sebastopol area resident and member of the Santa Rosa Groundwater Sustainability Agency Advisory Board, considers the proposed fees entirely reasonable. “We’re talking about a shared common resource,” he said. “It’s not your groundwater, it’s our groundwater. We’re all drinking out of the same milkshake.”

Given the impacts of climate change, Noren said “it is incumbent on us to collectively manage our resources.” The sustainability program is “not meant to be punitive at all,” he said, noting that “nobody’s going to come out and put a meter on your well.”

Each basin agency has assessed groundwater conditions and identified the projects and actions needed to ensure it is sustainable by 2042 and can maintain that status to at least 2072.

An environmental professional who works for a Santa Rosa engineering firm, Noren represents rural residents on the advisory board. He finds negative and often inaccurate comments about the

groundwater sustainability program on the Nextdoor social media platform disturbing. "A lot of people get on there to rant and rave," Noren said.

Rural residents, who install and maintain their own wells, should not have to pay for the sustainability program, County Supervisor David Rabbitt said. "It is another unfunded state mandate," said Rabbitt, chairman of the Petaluma Valley agency board and member of the Sonoma Valley agency board. "There's been an awful lot of pushback."

Rabbitt has proposed three funding options for the county's 2022-23 budget, including one for \$622,728 to offset the fees paid by residents in all three basins. He also questioned the fees applied to farm operators, saying "if you want to kill agriculture this is a great way to do it."

Lindsey Strain sought a seat on the Petaluma Valley Groundwater Agency Advisory Committee because she figured, at age 28, she would be the only member using groundwater in 50 years.

The Petaluma basin's aquifer is currently stable, but conditions could be altered by population growth and climate change, she said. Some Petaluma area wells have gone dry during the ongoing drought, and salt water intrusion from San Pablo Bay and the Petaluma River is a concern. "The prospect of groundwater being used up is more likely if it is not regulated," Strain said, but that doesn't make the unprecedented regulation popular. "People get very feisty when you tell them you're going to charge them for it," she said.

Regulatory fees are the "best bet" for funding until parcel taxes can be approved, Strain said.

The Sonoma County Farm Bureau has concerns about the economic impact of the proposed regulatory fees, said Tawny Tesconi, executive director of the organization with 1,500 members directly involved in agriculture.

Noting that Petaluma basin ranchers would pay six to seven times more than those in the Santa Rosa basin, Tesconi said "we never want to pit one industry against another."

Sonoma Valley basin ranchers would pay about three times more than those in Santa Rosa.

Many farmers cannot boost the price for their product so any added cost can become "one more straw in the camel's back," she said.

For dairy operators, milk prices are set by the federal government, while grape growers have more leeway on pricing than other farmers, Tesconi said.

Livestock, produce and flower producers are also at a disadvantage because they use more water than vineyard operators, she said.

Tesconi raised another cost issue, applauding officials at Sonoma Water, the county's water agency, for an "amazing job" in managing the groundwater sustainability program but also questioning whether a nonprofit agency could have done the work at less expense.

Her major concern, however, is insufficient public conversation over such a dramatic step as groundwater regulation. "I think there needs to be more community input," Tesconi said.

For example, she suggested that since property taxpayers throughout the county are paying for Warm Springs Dam, the massive surface water project completed in 1983, "why can't we all pay for groundwater?"

NORTH YUBA FOREST PARTNERSHIP AWARDED \$34.8 MILLION FOR FOREST RESTORATION

- BY YUBA WATER AGENCY
- APR 22, 2022
- ACWA MEMBER SUBMITTED NEWS

The North Yuba Forest Partnership is set to receive millions in federal funding to support the implementation of forest restoration treatments in the North Yuba River watershed, which will reduce the risk of catastrophic wildfire and improve the overall health and resilience of the forest. The funding was announced by the U.S. Forest Service in two separate releases over the last week.

On Apr. 12, United States Department of Agriculture Secretary Tom Vilsack and U.S. Forest Service Chief Randy Moore announced that the North Yuba River watershed is one of 10 landscapes that will be funded under the U.S. Forest Service's new 10-year Wildfire Crisis Strategy implementation. The strategy outlines the need to treat up to an additional 20 million acres on national forest lands and up to an additional 30 million acres of other federal, state, Tribal, private and family lands over the next decade.

The North Yuba landscape will receive significant federal investment as part of the first round of funding under the strategy. This funding will provide \$6.8 million to treat 4,500 acres in 2022 and an expected \$25 million in 2023-24 for the treatment of an additional 16,900 acres. These funds will be used towards increasing the pace and scale of projects that the partnership has been working on since the memorandum of understanding was signed in 2019.

The 313,000-acre North Yuba landscape is one of the largest, contiguous "unburned" landscapes remaining in the Sierra Nevada Mountains. The watershed is also an important water source for residential and agricultural areas surrounding Sacramento.

"The inclusion of the North Yuba River watershed in this initial investment is a testament to the partnership demonstrating that it is effective at the landscape scale and able to get this important and impactful work done," said JoAnna Lessard, project manager for Yuba Water Agency's watershed resilience and forest health program.

A second announcement by the U.S. Forest Service on Apr. 18 committed an additional \$3 million for work in the North Yuba River watershed in 2022 as part of its Collaborative Forest Landscape Restoration Program. These funds will also be used for implementation-ready projects.

“Both of these new funding awards provide resources at a pivotal time,” Lessard said. “There is an urgent need to address high wildfire hazard potential and areas more susceptible to insects, disease and drought in the North Yuba River watershed.”

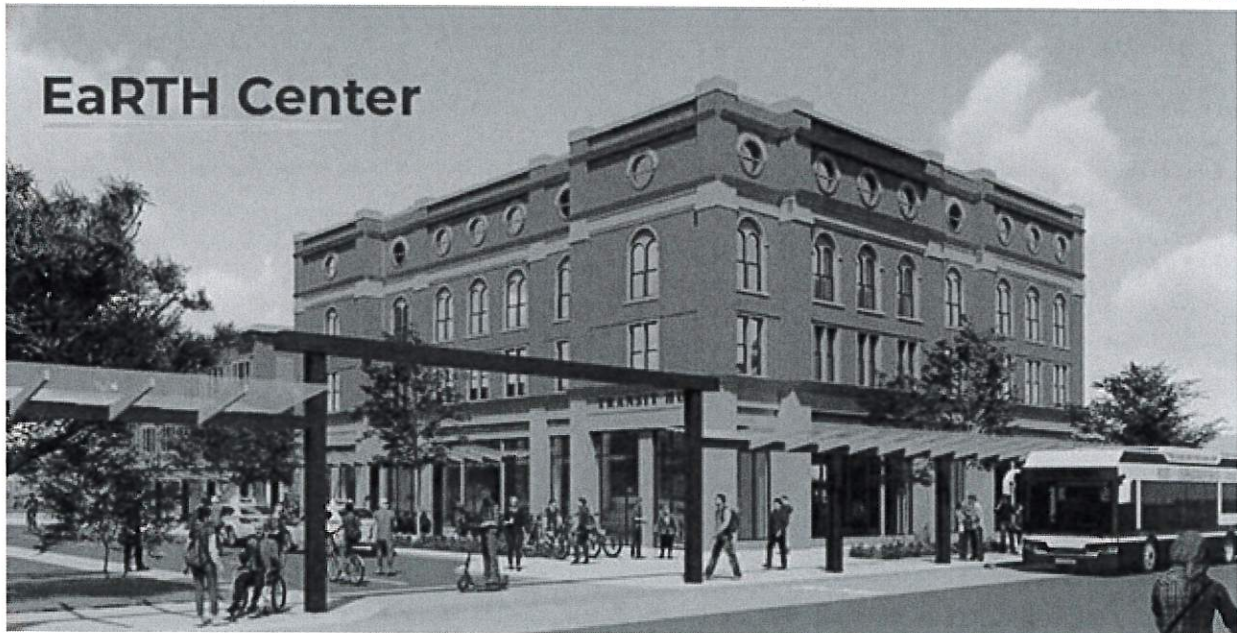
The treatments that this funding will support, such as ecologically based thinning and prescribed fire, are designed to promote forest conditions that are more resilient, while reducing the risk of catastrophic wildfire and restoring watershed health and native biodiversity.

The North Yuba Forest Partnership was formed in 2019 to improve and protect the health of the forests and communities in the North Yuba River watershed. Participating partners include Yuba Water Agency, the U.S. Forest Service, The Nature Conservancy, South Yuba River Citizens League, Camptonville Community Partnership, Nevada City Rancheria Nisenan Tribe, National Forest Foundation, Sierra County, and Blue Forest Conservation.

Parallel Crises

Humboldt desperately needs housing but how it's built may determine the county's role in combating climate change

BY ELAINE WEINREB *NORTH COAST JOURNAL*



CITY OF EUREKA FACEBOOK

The Eureka City Council recently approved the multi-use Eureka Regional Transit and Housing Center (EaRTH Center) proposed to be built on the parking lots of Third and H Streets in Old Town Eureka.

If you've tried to find housing in the last few years, you know what a difficult task it is. Humboldt County property managers say local rental vacancy rates run between 0 and 3 percent — extreme, even in California, which has a roughly 4-percent vacancy rate statewide.

Buying a home in Humboldt is also cost-prohibitive for most people, with the median price for a single-family home coming in at \$451,000, according to statistics published by the California Association of Realtors. Homes for sale in Humboldt also only stay on the market for an average of 12 days before they are snapped up, another indication of a significant housing shortage.

The reasons are multiple and include climate and wildfire refugees, as well people fleeing the city since COVID-19 enabled people to work from home. But the underlying issue is that demand for housing has outstripped the supply. The obvious answer is to build more housing, but that is a lot harder and more complicated than it seems.

"California housing has become the most expensive in the nation," states the preamble to Senate Bill 9, the Affordable Housing Act. "The excessive cost of the state's housing supply is partially caused by activities and policies of many local governments that limit the approval of housing, increase the cost of land for housing, and require that high fees and exactions be paid by producers of housing."

The state has stepped in with both sticks and carrots to get communities to increase their housing stocks. One such law is Senate Bill 9, which basically does away with single-family zoning. Under S.B. 9, property owners need only get a simple ministerial building permit to add a second home on their lot. Each of these two homes can also have an additional "granny flat" or be divided into duplexes, resulting in four housing units on a lot zoned for single-family use. Some California cities have resisted what they believe to be an illegal incursion into local control and are filing suit against the state for violating the California Constitution's legal designation for charter cities.

Several cities in the San Francisco Bay Area, meanwhile, have reported that almost no landowners are taking advantage of these loosened restrictions. Here in Humboldt, County Planning Director John Ford reported that his department had seen an "uptick" in building permits for accessory dwelling units but was not specific as to the numbers. Likewise, Eureka City Manager Miles Slattery expects there will be an increase in people wanting to increase the housing density on their properties because it will increase their value.

City and county planners are familiar with the state's Regional Housing Need Allocation (RHNA, pronounced ree-na). In 2019, the California Department of Housing and Community Development presented each individual county with a requirement to build a certain number of new housing units by 2027. While the state cannot require the county or city to actually construct or pay for the units, it establishes that local governments cannot prohibit such building through restrictive zoning codes, and requires they change their codes, if necessary. These code changes are supposed to be reflected in the Housing Element of the county or city's General Plan.

It is not easy to determine how the state comes up with RHNA numbers for each locality, but, according to Humboldt County Association of Governments (HCAOG) Senior Planner Oona Smith, it is a formula based on census population data and on the number of jobs a region offers.

The state wants 3,390 new housing units built in Humboldt by 2027. Of these, 829 must be affordable for very low-income households, 532 for low income, 613 for moderate income and the rest for above average income households. The figures are further broken down by HCAOG into allocations for the seven incorporated cities and the unincorporated areas of the county.

These RHNA numbers are supposed to be reflected in the Housing Element of the city or county's General Plan, which must also be updated periodically. Failure to meet RHNA goals can result in difficulty in obtaining state grants. Compliance gives the jurisdiction "brownie points."

While there are different definitions of "affordability," most agencies feel that housing costs should not take up more than a third of a family's total income. For a family with a single wage earner, making \$60,000 a year, that would be about \$1,666 per month.

California, particularly under the Newsom administration, places a strong emphasis upon infill. There are two reasons for this: One is the protection of natural resources; the other is directly associated with climate change. The more miles people drive to work each day, the more emissions from their cars contribute to global warming. If jobs and housing are both available in the same area, theoretically, the number of vehicle miles traveled would be reduced, resulting in fewer greenhouse gas emissions.

In the past, Caltrans' primary objective was to keep traffic moving, both in towns and on the highways, with as little delay as possible, keeping air pollution to a minimum. Recently, this objective changed to reducing the total number of vehicle miles traveled, hopefully leading to a diminution of greenhouse gases. Plans for new development are supposed to reflect this transportation goal.

Humboldt has many limitations on where new housing can be built. To meet the RHNA requirements, new housing must be in areas that already have municipal services, such as public water and sewage treatment systems. That eliminates many of the more far-flung regions of the county. The California Coastal Commission limits what can be built near the coast. Forests, floodplains, marshlands and agricultural lands all have various degrees of legal protection. That leaves only one direction — upward.

"The city [of Eureka] is already built out, and that is why we are allowing people to build higher," said Slattery. "We are changing the zoning codes to allow higher buildings, and also to allow residential uses in areas where it could not previously happen."

In recent months, Humboldt residents have considered three different styles of urban development. In Eureka, city officials are considering building affordable housing on city-owned parking lots. This has resulted in pushback from local businesses, who fear that a lack of parking will discourage people from shopping, though Slattery does not think the loss of a few parking lots would harm the city's business community.

In Arcata, the city wants to re-zone a large swath of formerly industrial land that is now largely vacant and under-utilized. Known as the "Gateway Area Plan," a variety of buildings of all sizes would be constructed, including some as high as eight stories. Most would be for housing, but retail and light manufacturing would also be permitted. Roadways would be designed to encourage bicycling and walking, and the area would be enhanced by open green spaces.

In the Cutten area, which is under the county's jurisdiction, an 81-acre tract of land, the North McKay Ranch Project, is planned for a more traditional type of development — with 146 new single-family houses and 174 units in multi-family structures. Municipal services, such as water, sewer and gas lines, would be constructed, making the project eligible to meet RHNA goals.

However, this would necessitate the clearing of forestland and is being opposed by a number of environmental groups, which have threatened to sue the county over it.

Each of these projects has its upsides and downsides. Although the Gateway Project seems to fit in with the environmental goals that many Arcatans espouse, some residents feel it would change Arcata's small-town rural atmosphere to one of a city, a change they resent.

Additionally, the Arcata Fire Department does not have the equipment to deal with high-rise buildings. Much of the land in Arcata's Gateway Area was used for industrial sites and may be polluted. Ground pollution can be expensive and difficult to clean up. As an example, a prime piece of Arcata real estate, located near the plaza, has stood empty for decades because after the building it supported burned down, the ground was found to be polluted. Some people also question the wisdom of building high-rises in an earthquake-prone area.

An even more serious problem has to do with sea-level rise. Arcata's wastewater treatment plant is, by necessity, close to Humboldt Bay, and will be vulnerable to inundation. While the city has plans to increase the capacity of the plant, it has not yet figured out when, where and how to move the facility, as the ocean moves in. Some residents feel Arcata should not be encouraging more growth until this problem is resolved.

Eureka is potentially facing a similar problem. According to Slattery, the city's wastewater treatment plant has plenty of additional capacity and can easily handle a lot more residential development, but he did not address the threat to the wastewater facility posed by sea level rise. There are also project-level decisions beyond the questions of building up or out that determine their impacts on the climate crisis.

The five environmental groups that have threatened to sue the county if it approves the North McKay Ranch Project in Cutten, for example, say the county's environmental review violates the California Environmental Quality Act (CEQA). The consortium particularly dislikes the project's reliance on natural gas as an energy source, believing the project should rely entirely on electrical energy, for both health and climate reasons.

In contrast to much of the rest of the state, one issue that will not be a problem when it comes to housing development in Humboldt is drinking water. Humboldt Bay Municipal Water District General Manager John Friedenbach says even with a mega drought, there is enough water coming down the river from Ruth Lake to supply plenty of additional growth, both residential and commercial.

In the meantime, while citizens and policymakers hash out their differences, homeless people still camp in gulches and parks, while working-class families wonder what they will do if their landlord converts their home to a vacation rental. Cal Poly Humboldt plans on importing thousands of new students into Arcata and, if plans for an offshore wind farm go forward, massive industrial development could result on the peninsula and in Eureka, resulting in the need for even more housing.

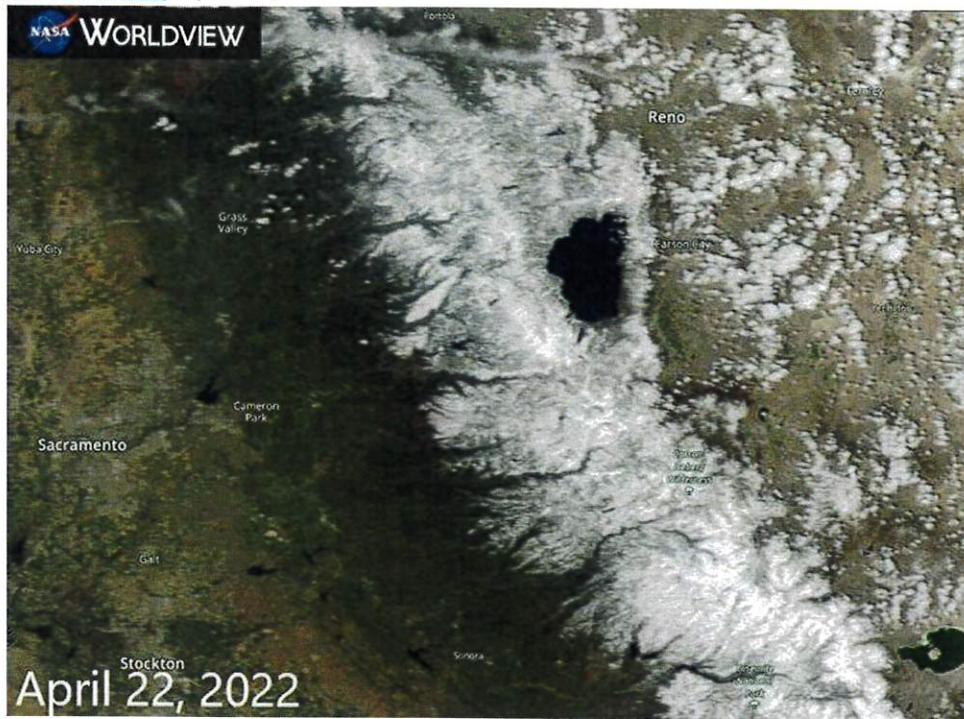
Meanwhile, the climate crisis grows more ominous by the day, with each new scientific report indicating the window to reduce emissions in time to stave off global catastrophe is shrinking.

Clearly something must change but a great many questions still need to be answered.

CLIMATE

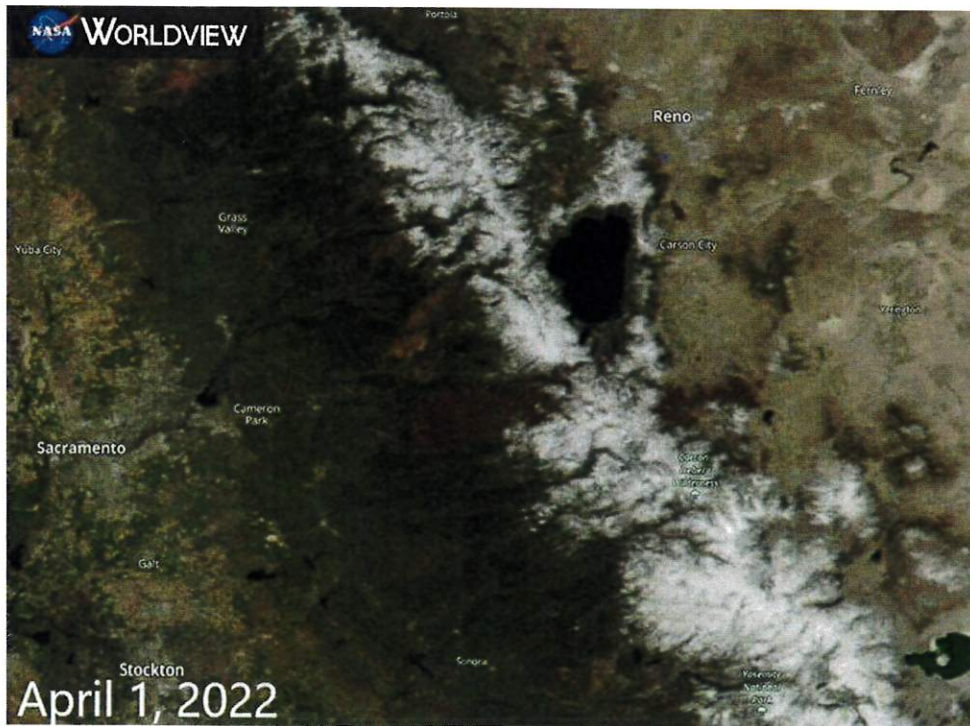
What 76 inches of Sierra snowfall looks like from space

Jessica Flores April 24, 2022



10f2

Satellite images captured by NASA show a drastic difference in how the snow-covered mountains looked on April 1 compared to April 22 — thanks to a several storms this month.



The recent storm that brought wet weather to the Bay Area last week dumped an “impressive” amount of snow on the Sierra Nevada for the month of April, said the National Weather Service.

The storm dumped 31.1 inches of snow, increasing April’s snowfall total to 76 inches — “almost double what we received January through March,” the UC Berkeley Central Sierra Snow Lab tweeted Friday.

Snowfall totals also slightly increased California's snowpack in the last week to 35% of average as of Friday — up from 28% of average on April 15, according to the California Department of Water Resources.

However, that's still lower than the 38% of average recorded during the [April 1 snow survey](#) by state water officials, which was the lowest peak accumulation in seven years.

Satellite images captured by NASA show a drastic difference in how the snow-covered mountains looked on April 1 compared to April 22 — thanks to a [several storms](#) this month.

The April 1 image shows patches of snow covering the mountains. Three weeks later, a blanket of snow is seen over the Sierra Nevada.

"It's definitely quite an improvement from April 1," said Katrina Hand, a meteorologist with the NWS in Sacramento, of the NASA images.

"It was a pretty late season storm so it was impressive to see those snowfall totals fall over the Sierra this late in April," she said.

This month's storms also helped bring precipitation totals above average for the month of April in the Bay Area. But it wasn't enough to reverse the state's drought, meteorologists said.

Jessica Flores (she/her) is a San Francisco Chronicle staff writer.

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Fish farm poised for Planco consideration

4/27/22 Daniel Mintz

MAD RIVER UNION

SAMOA – Humboldt County's Planning Commission will soon be holding hearings on the Nordic Aquafarms fish farm project and the company's managers say they've gone beyond what it takes to address potential impacts.

"I'm not going to discount any concerns but I think it's important to put things in perspective," Marianne Ness of Nordic told commissioners at their April 21 meeting.

She said the fish farm's wastewater discharge will be "highly treated," with 99 percent removal of nutrients and more than 90 percent removal of

nitrogen.

The aquaculture facility's discharge volume – a maximum of 12 million gallons a day – has been noted by those concerned about water quality impacts. But Ness compared it to the outflow of the Mad River, which averages 714 million gallons per day.

"That water is fresh, parts of the year it's warmer and it has more nutrients, and the ocean can still absorb it," she said. "In terms of discharge, yes, it is a big facility but if you look at what's naturally flowing into the ocean, it's still a fairly small number compared to what is a natural phenomenon."

The project's nursery, rearing, and intake/wastewater treatment

will be done in five buildings totaling 766,530 square feet, at the site of the former pulp mill on Humboldt Bay.

Nordic chose to do an Environmental Impact Report (EIR) and Ness said concerns about discharge have been responded to by agreeing to do more monitoring of the discharge and the ocean outfall area.

She said the company will work with environmental groups on it, with third party verification of data.

The project's massive 22-megawatt energy use has been flagged by carbon-conscious EIR commenters. Ness said the company is committing to purchase 100 percent renewable

NORDIC ❖ PAGE 3

and/or "non-carbon" power.

The project's economic benefits are diverse, including an extensive construction phase. There will be 150 jobs once operational, with mid-level pay in the \$45 to \$60 an hour range.

The company is collaborating with College of the Redwoods on an aquaculture education program and Ness said there will be scholarships.

The project site is owned by the county's Harbor District, which took it over in 2014 to clean up the pulp mill's toxic mess. Millions of gallons of corrosive chemical sludge and other toxics were removed, with the feds paying \$15 million for clean-up and the district contributing \$8 million.

Rob Holmlund, the district's development director, said the district envisioned development of "a marine research and innovation park" for the site, with aquaculture a significant portion.

"And now, here we are, nearly 10 years later and Nordic Aquafarms perfectly fits with the vision that was established at the time," he continued.

A "marine research center" with education programs and classrooms was also envisioned and Holmlund said collaboration between Nordic, CR and the district will "help make this component of the project a reality."

Ness was asked about the fish farm's chosen species, Atlantic salmon. She said it's a marketable choice and will be an alternative to imported salmon.

Earlier, the commission was told that the project's design and reinforcements will make it possible for the fish farm to withstand a 2,500-year tsunami event. A public comment period only had two takers, with one telling commissioners they'd just heard "a very sophisticated P.R. pitch."

He described the EIR's findings of less than significant impacts as being "false" and said there's risk of juvenile crab and fish getting entrapped by water intakes.

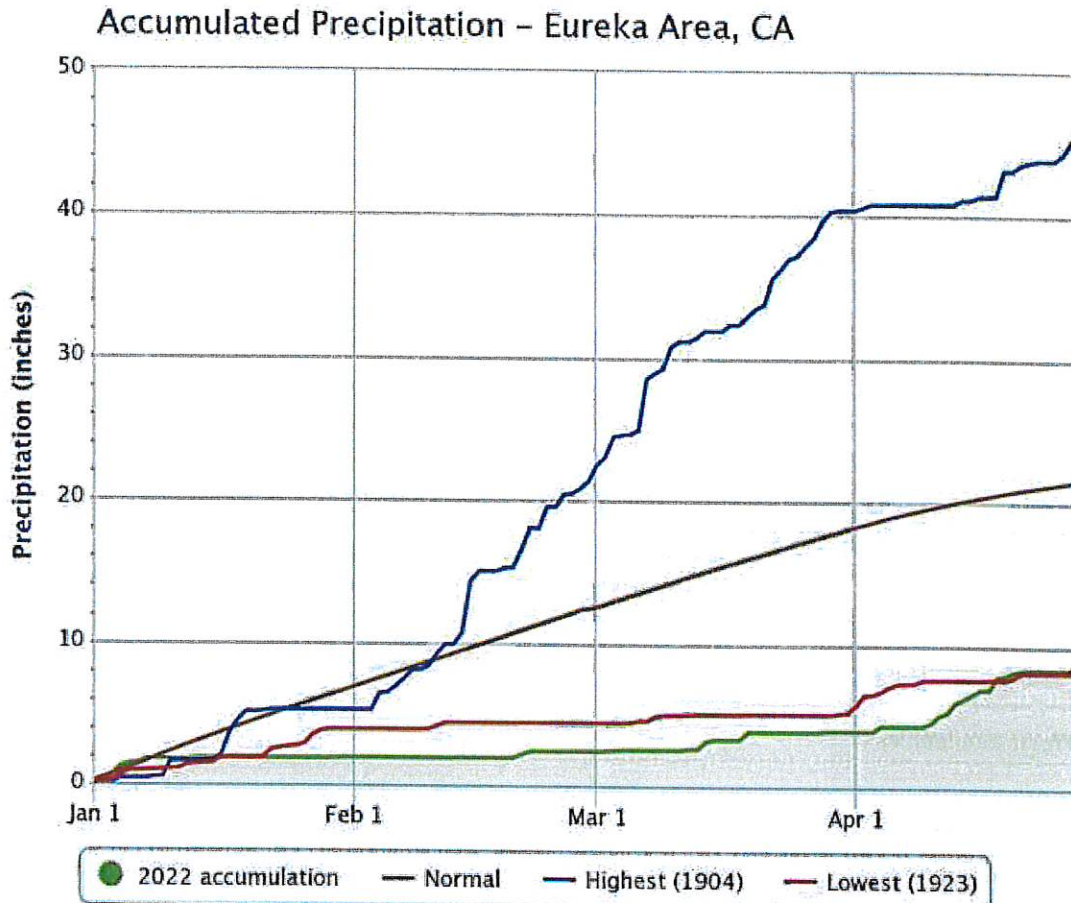
Earlier, Nordic reps said use of fine screens will prevent that.

The commission will hold hearings on the project in May. Nordic will also need permits from the state's Coastal Commission, federal and state water quality agencies, and the California Department of Fish and Wildlife.

All permitting is expected to be gained in 2022. Once permitted, it will take five years of site demolition and new construction before the facility's fish start entering the West Coast market.

NEWS > ENVIRONMENT

Continuing drought is bad news for upcoming fire season



Powered by ACIS

A graph from the National Oceanic and Atmospheric Administration shows how the Eureka area has accumulated a lot less rain this year than it usually does by late April. The area is experiencing its driest year on record so far and county staff are worried what that means for fire season and water availability. (Courtesy of NOAA)

By [SONIA WARAICH](#) | swaraich@times-standard.com | Eureka Times-Standard
April 27, 2022 at 2:17 p.m.

This year has started off as the driest in recorded memory across most of Northern California, including Humboldt County. That spells bad news for water availability and the upcoming fire season.

The Eureka area has only accumulated 8 inches of precipitation since the beginning of the year; the area has usually accumulated 21 inches by this point in the year. The last time the National Oceanic and Atmospheric Administration recorded precipitation levels that low in Eureka it was 1923.



That rainfall "has provided some beneficial short-term drought relief, largely in the form of grass growth and beneficial conditions for pasture land," Derby said. "But that doesn't necessarily speak to the long-term drought conditions that we're seeing in the seasonal drought outlook."

Over the next three months, the Climate Prediction Center is expecting to see below average rainfall in Humboldt County with the possibility of higher than average temperatures. The agency expects the drought to persist across most of the western half of the country through the end of July.

Wildfire risk amid drought

That being said, Derby said the drought isn't impacting Humboldt County as badly as it is the more inland parts of the state, though that doesn't allay concerns about catastrophic wildfire as summer approaches. His office is working on shifting its priorities toward being prepared for fire season.

"We're starting to evaluate protocols and establish trainings and tabletop exercises to identify what current strengths we have, but more importantly what gaps we face as a county, so we can include some objectives over the next few months to elicit a better response for wildfire moving into the peak season," Derby said.

The unprecedented dry weather this winter, along with years of advocacy and organizing, did offer the opportunity to prepare for the season by [allowing for prescribed fires at a scale the county hasn't seen before](#). Setting fire to the landscape is a local Indigenous practice intended to maintain the health of the entire fire-dependent ecosystem, though it has become a critical tool in reducing the amount of flammable material on the forest floor that can potentially lead to an uncontrollable, catastrophic wildfire.

A winter snowstorm in the Willow Creek area brought down a massive amount of trees that 5th District Supervisor Steve Madrone said he's worried could be a tinderbox come fire season. Caltrans and the county were able to clear much of the debris from the public roads, but downed trees on private property remain a major concern.

"Willow Creek has a higher per capita population of seniors than almost anywhere in Humboldt County," Madrone said. "And many of them still have massive amounts of debris all around their roads."

The California Conservation Corps is flooded with funds that could help clear the downed trees, and Madrone encouraged the Office of Emergency Services and Sheriff's Office to make the request.

"I imagine southeastern Humboldt could also use some help on some of the private lands down there," he said.

Water availability

A devastating wildfire isn't the only hazard that could arise from prolonged drought conditions. Water scarcity is also at the top of the state's concerns and it has been pushing counties to start preparing for how they'll manage their water resources in the face of drought.

About 70% to 80% of county residents get their water from the Mad River water system, which is reliable even in a drought, Madrone said, and they shouldn't expect to deal with too much water scarcity this summer.

"They're going to be in good shape for the most part even with the drought," Madrone said. "Whereas people that are on private wells, private springs or other systems like that and all of our rural communities that aren't on the Mad River — they're really hurting."

The county also receives water from the Trinity Reservoir through a historic water contract with the Bureau of Reclamation, Hank Seemann, deputy director of county Environmental Services, told the supervisors. The bureau is requiring the county develop a water management plan in place and Seemann said his department has consultants lined up to get started on that work.

The state and federal government have made billions in funding available for municipalities to update their water infrastructure to meet the demands of the 21st century, and Madrone said the county should prioritize helping affected landowners get grant money to put in their own drought resiliency infrastructure like water storage tanks and rainwater catchment systems.

Humboldt County has already started seeking some of the funds available to update its water infrastructure at the community level. The state [Department of Water Resources](#) has already awarded the county \$17.2 million for water projects, such as the city of Trinidad and Westhaven Community Services District's projects to increase their water storage, replace leaky pipes and connect the two water systems together.

Sonia Waraich can be reached at 707-441-0504.



Huffman Introduces Bill to Return Land to the Yurok Tribe

POSTED BY KIMBERLY WEAR *NORTH COAST JOURNAL* APR 27, 2022

If passed, the bill will extend the reservation boundary to include the Yurok Tribe's Old-Growth Forest and Salmon Sanctuary in the lower part of Blue Creek.

North Coast Congressman Jared Huffman on Tuesday introduced legislation known as the "Yurok Lands Act," a bill that seeks clear the way for the transfer of more than 1,000 acres of ancestral lands back to the tribe from the U.S. Forest Service and redraws the reservation boundary line to encompass that area and others acquired by the tribe in recent years.

"The Yurok lands act will help us reclaim our role as the steward of our land," Yurok Tribal Chair Joseph L. James said in a release. "The bill will also strengthen our sovereignty as well as our ability to self-govern within our ancestral territory. I would like to thank Congressman Huffman for introducing this important piece of legislation. If passed, the bill will be a game-changer for the Yurok Tribe."

Over the last decade, the Yurok Tribe has reclaimed more than 70,000 acres but currently only owns about one-fourth of the estimated 500,000 acres of ancestral territory where tribal members lived in some 70 villages for thousands of years prior to contact.

The government-sanctioned attempted genocide of Native people followed amid the infiltration of white settlers to the North Coast during the gold rush and logging boom that saw the region's natural resources decimated as local tribes were subjected to institutionalized violence and driven from their ancestral lands, their families ripped apart as children were forcibly sent to boarding schools in an attempted to strip them of their culture.

More than 100 years later, the scars remain.

Huffman's legislation, the Yurok Tribe states, is another step forward in bringing healing to the land and the tribe.

"The mental, physical and spiritual health of our people is inextricably linked to the landscape. By healing the land, we are healing ourselves," said Frankie Myers, the Yurok Tribe's Vice Chairman. "The loss of our original land base and the destruction of our homeland are injustices that we have had to endure for 150 years, but now we are turning the page. We are recovering our land and developing an economy that revolves around the restoration of the environment. If passed, the Yurok lands act will move us closer to making this long-term goal a reality."

Read the Yurok Tribe's news release below:

"The Yurok lands act will help us reclaim our role as the steward of our land," said Joseph L. James, the Chairman of the Yurok Tribe. "The bill will also strengthen our sovereignty as well as our ability to self-govern within our ancestral territory. I would like to thank Congressman Huffman for introducing this important piece of legislation. If passed, the bill will be a game-changer for the Yurok Tribe."

The Yurok lands act is one part of the Tribe's larger plan to achieve two key objectives outlined in the Preamble of the Yurok Constitution. This foundational document was established to guide the Tribe's recovery from genocide, land theft and many other atrocities. Based on the Tribe's cultural values, the preamble places upon the Yurok Tribal Council a sacred responsibility to "Reclaim the tribal land base within the Yurok Reservation and enlarge the Reservation boundaries to the maximum extent possible within the ancestral lands of our tribe and Restore, enhance, and manage the tribal fishery, tribal water rights, tribal forests, and all other natural resources."

At present, the Tribe currently owns less than a quarter of its approximately 500,000-acre ancestral land base, which is currently occupied by timber companies, national and state parks and other land owners. During the last decade, the Yurok Tribe has recovered approximately 70,000 acres of former timber lands on and near the Yurok Reservation, which straddles the lower 44 miles of the Klamath River in Northern California. Most recently, the Tribe regained 2,500 acres adjacent to Ke'-pel Creek, a key Klamath tributary. The acquisition created more than 34,000 acres of contiguous land under Yurok management. The Yurok lands act will redraw the reservation boundary to include recovered lands. Within the reacquired lands, the Tribe is employing an extraordinarily effective blend of Traditional Ecological Knowledge and Western science to rebuild intricately interconnected forest and aquatic ecosystems that existed in Yurok Country for millennia. The Tribe also set aside a 15,000-acre Old Growth Forest and Salmon Sanctuary in the Blue Creek watershed. Last year, the Tribe launched the Yurok Tribe Construction Corporation, in large part, to accelerate the restoration of tribal lands. Together, the corporation and the Yurok Fisheries Department design and implement large-scale projects to improve fish and wildlife habitat. The Tribe also preforms forest thinning and selective harvest to minimize the fire threat. It will require many decades of hard work to return the landscape to the pristine state it was in prior to the arrival of European "settlers" in Yurok Country.

Before European contact, the Yurok Tribe managed the landscape to maintain optimal conditions for all native species. The carefully cultivated environment sustained more than 70 Yurok villages for many thousands of years, until California's Gold Rush and the clear-cut logging era that followed. During this difficult time period, the state, with support from the United States government, inflicted a genocide against Native American people, including the Yurok Tribe, to clear the way for industry. Between the mid-1800s and early 1900s, extractive interests in California amassed a tremendous amount of wealth through the often-illegal and unregulated exploitation of natural resources on tribal lands. Even though a century has passed,

the damage done by these industries continues to threaten the environment today. Massive mine tailings, salmon-spawning streams buried in sediment and unhealthy, fire-prone forests can be found throughout the Tribe's territory. The Yurok Tribe is working hard to fix these issues and bring the region's biologically diverse ecology back into balance.

"The mental, physical and spiritual health of our people is inextricably linked to the landscape. By healing the land, we are healing ourselves," said Frankie Myers, the Yurok Tribe's Vice Chairman. "The loss of our original land base and the destruction of our homeland are injustices that we have had to endure for 150 years, but now we are turning the page. We are recovering our land and developing an economy that revolves around the restoration of the environment. If passed, the Yurok lands act will move us closer to making this long-term goal a reality."

The Yurok lands act accomplishes the following:

- Transfers 1,229 acres of U.S. Forest Service land known as the Yurok Experimental Forest into trust for the tribe*

- Redraws the reservation boundary line to encompass the Yurok Experimental Forest, recently purchased fee land and a property in proximity to the Blue Creek watershed, one of the Tribe's most sacred areas*

- Positions the Yurok Tribe to directly participate in federal land management decisions within the revised Yurok Reservation.*

- Mandates federal land management agencies to consult with the tribe before major actions on federal land that may affect the amended Yurok Reservation boundary*

- Affirms the Yurok's governing documents to strengthen tribal governance and sovereignty*

- Preserves the rights of neighboring tribes and local interests by ensuring there is no delegation of federal authority to the Yurok beyond the expanded reservation, and specifying that nothing in it affects any other federally recognized tribe*

Getting Answers:

Is Northern California Next for Water Conservation Rules?

By Madisen Keavy April 27, 2022 at 5:33 pm

Filed Under: California Department of Water Resources, Northern California News, Southern California, Water Conservation

SACRAMENTO (CBS13) — An unprecedented step was made in Southern California on Tuesday, as a water shortage emergency led to major restrictions being put in place that include outdoor water usage being limited to one day a week. The new rules impact 6 million people in Los Angeles, San Bernardino, and Ventura Counties. Are the restrictions a sign of what's to come for Northern California?

Experts say it's not a "one-size-fits-all" approach when it comes to water restrictions statewide. Local districts make the call on what works for the area. Some crucial wet weather this April has local lake levels on the rise, though, with Folsom Lake sitting at around 75% capacity. In the Sacramento region, we're at 85% of the average precipitation for the water year, which is higher than the statewide average of 74%.

Southern California hasn't done as well. "The reason for the restrictions in Southern California is a unique local set of circumstances. Drought needs to be considered at a local level," said Jeanine Jones, the Department of Water Resources Interstate Resources Manager and Drought Manager. Jones added conservation is important, regardless of the hydrology status. It's the third-straight dry year in Northern California. "Our hydrology is better and we don't have the particular infrastructure limitation that is causing the problem in Southern California," said Jones.

The drought manager at the California Department of Water Resources said because the transition is underway from the wet season to the drier seasons, concern for wildfires has gone up and it's important that those who live in potential fire zones are prepared for that change.

Bloomberg: Megadrought Threatens California Power Blackouts This Summer

Low hydropower means more gas, and possible blackouts.



The Oroville Dam spillway at Lake Oroville during a drought in 2021.

Photographer: David Paul Morris/Bloomberg

By David R Baker, Mark Chediak, and Naureen S Malik

April 28, 2022, 7:03 AM PDT Updated on April 28, 2022, 9:36 AM PDT

The historic drought that's choked off rivers and reservoirs from the Rocky Mountains to the California coast is threatening to strain power grids this summer, raising the specter of blackouts and forcing the region to rely on more fossil fuels.

Many reservoirs that should be brimming with spring snowmelt show bathtub rings of dry dirt instead, including the largest one in the U.S., Lake Mead, which fell this week to a record low. Hydropower dams feeding off those reservoirs won't be able to pump out as much electricity as they should, if they keep operating at all. After the drought last summer shut down the hydro dam at

Lake Oroville, California's second-largest reservoir, for five months, officials warn that's no longer a distant possibility.

"We never thought it would be realized in our lifetime," Governor Gavin Newsom said last week during a trip to the dam, meant to remind Californians about the dangers of the drought. "It happened. And the prospects that it will happen again are very real, particularly because we had the driest January, the driest February, and driest March in California history."

Historic Drought Means Less Hydro Power This Summer

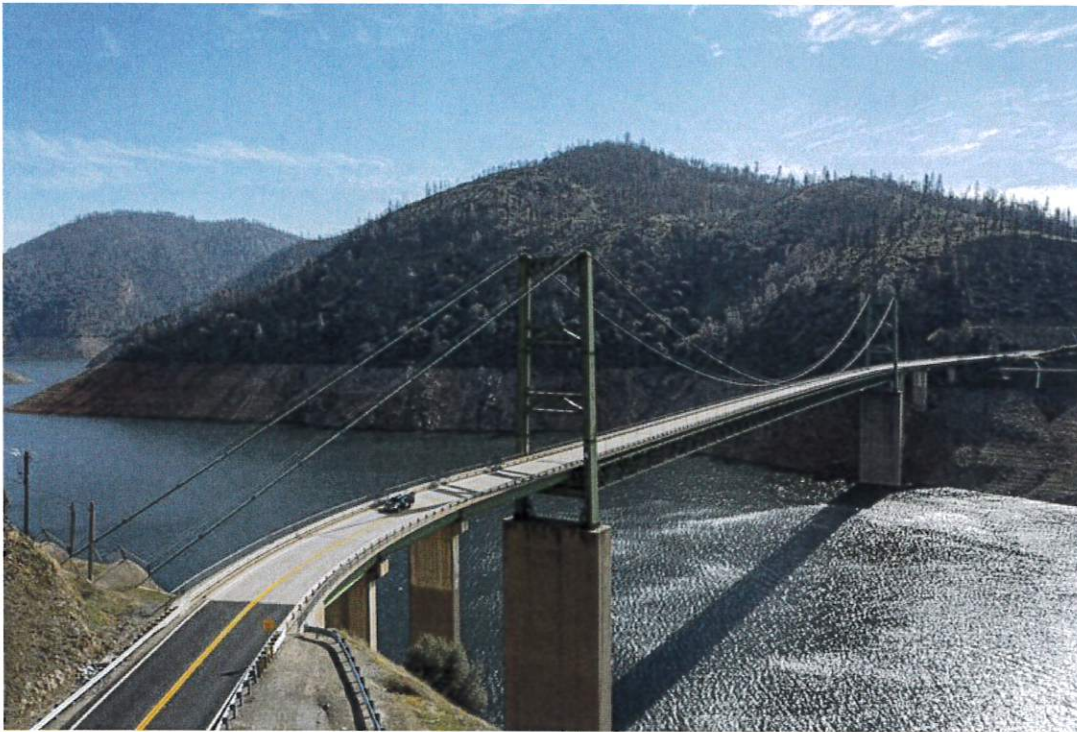
Low reservoir levels across the West have serious repercussions for hydropower, meaning California will burn more gas to keep the lights on.

Source: California Department of Water Resources

One of California's key water districts declared an emergency this week, limiting outdoor water usage for about six million people. The state had to resort to rolling blackouts during an extreme heat wave in 2020, and eastern Washington did the same in 2021. California had recently closed several old natural gas power plants as it shifts to solar and wind power. Low hydropower was one of the reasons the state suffered from a shortage of power during the heat wave's hot nights.

Drought and subsequent power blackouts are but one example of how extreme weather conditions are straining cities and infrastructure built for a different, more stable climate. Last year, the U.S. endured 20 weather events that caused at least \$1 billion in damage apiece, including the February deep freeze in Texas that killed more than 200 people. In all, extreme weather cost the country about \$148 billion in 2021, according to the National Centers for Environmental Information. In the 2010s, the average was \$89 billion per year.

Less hydropower means the region's fossil fuel power plants will burn more natural gas and coal to pick up the slack. That's a problem for states trying to cut their greenhouse gas emissions and fight climate change. And even the increased reliance on fossil fuels has its limits. States across the West have all grown dependent on importing power from each other during times of high demand. When a strong heat wave strikes multiple states at once – blanketing, say, the coast and the southwest – supplies grow tight, and the possibility of blackouts rises.



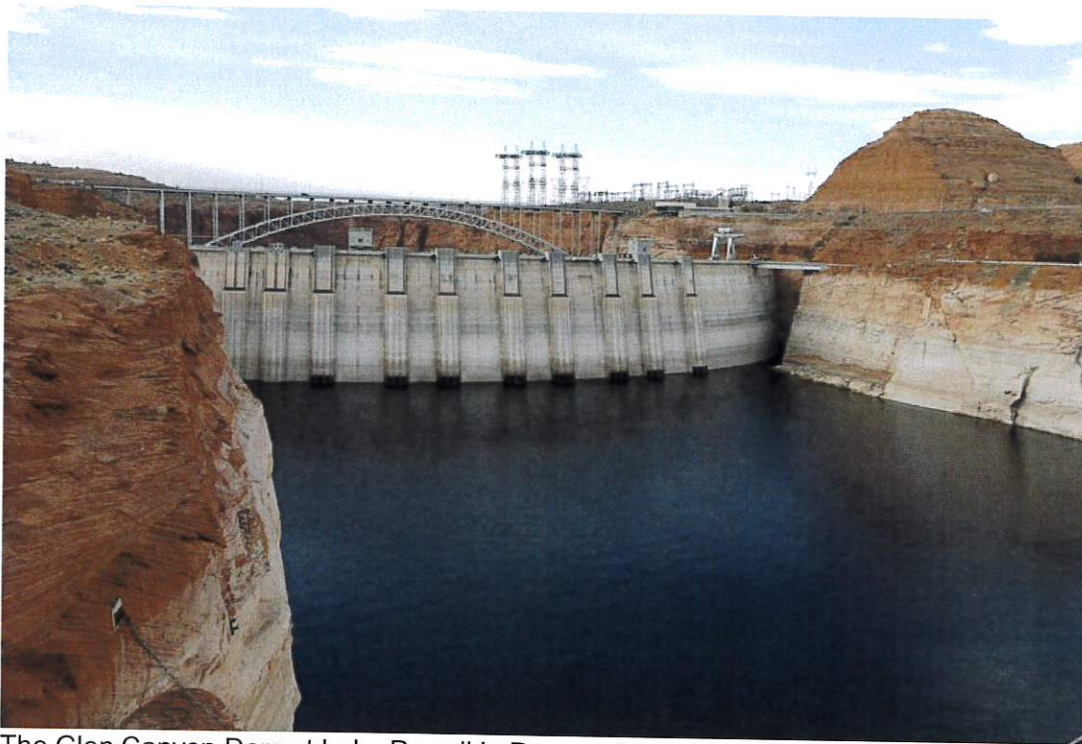
The Bidwell Bar Bridge over low water levels at Lake Oroville on Feb. 14.
Photographer: David Paul Morris/Bloomberg

“We’re in a difficult situation,” said Michael Wara, director of the Climate and Energy Policy Program at Stanford University. “If there’s not a lot of hydro to go around, and if we have regions having a heat wave together, things get trickier.”

The Pacific Northwest coast — from Portland, Oregon up to Seattle — has received roughly average amounts of rain and snow for the current water year, which began in October, according to the National Weather Service. But from Eastern Oregon south to the Mexico border and extending across the Southwest, the La Nina weather phenomenon brought another drier-than-average winter, and drought grips nearly the entire region. April snows in California’s Sierra Nevada Mountains helped some of the state’s reservoirs reach average for this time of the year, while others are far below normal. The problem is particularly dire on the Colorado River, one of the region’s most important sources of water and energy. Lake Powell, the river reservoir which feeds the Glen Canyon hydropower dam, stands at 37% of normal capacity for this time of year. Officials from the federal government and seven states agreed to orchestrate flows into and out of the lake to ensure the dam’s generators keep running. As a result, less water will run downstream to Lake Mead, which feeds the Hoover Dam. That will cut the amount of drinking water available to residents of Arizona, California, and Nevada.

“Those two resources in particular are being threatened by the possibility of having to shut down,” said Branden Sudduth with the Western Electricity Coordinating Council, which helps oversee power grids across the region. His organization sees a “slight possibility” that the Glen Canyon Dam could shut as early as this summer or fall. If it does and a prolonged heat wave hits, blackouts could result, he said.

Western states “have been retiring a lot of large base-load coal resources, that makes our availability of the supply of generation that much lower,” said Sudduth, WECC’s vice president of reliability planning. States “haven’t been replacing it fast enough with other types of resources, and that makes the importance of these large hydroelectric generators that much more important.”



The Glen Canyon Dam at Lake Powell in Page, Arizona, on March 28.
Photographer: Justin Sullivan/Getty Images

BloombergNEF forecasts that hydropower generation in California and Oregon’s Bonneville Power Administration, together, will drop about 2% from last year, which was already a drought year. The forecast is nearly 24% lower than in 2019, the region’s last wet year. Newly added renewable power, as well as grid-scale batteries, will pick up some of the slack, particularly in California. But the region as a whole will burn perhaps 2 billion cubic feet

more of natural gas each day than it would have in a normal hydro year, said Gary Cunningham, director of market research at brokerage Tradition Energy.

Southern California is at risk of volatile gas prices and in extreme conditions, potentially brownouts, he said. That's because gas flowing westward on the El Paso pipeline from Texas, a key source for the power-plant fuel, is restricted after a rupture last year. The Los Angeles area's massive Aliso Canyon gas storage facility is still operating at reduced levels after a 2015 leak, although regulators have approved increased usage for this summer.

"Under worse circumstances, we could see the need for rolling brownouts and blackouts in Southern California," Cunningham said.

And there is, of course, no sense of when the drought might end. Some scientists, studying centuries of tree-ring data, say the southwestern US is gripped in a 22-year "megadrought" that ranks as the region's driest spell in at least 1,200 years. Occasional wet years in that two-decade stretch have brought only temporary relief. And they attribute much of the drought's severity to climate change.

"Given the length and intensity of drought conditions in the West, there is a growing sense that low hydro availability is the 'new normal,'" said Teri Viswanath, lead economist for power, energy and water at CoBank ACB.

— With assistance by Brian K Sullivan

PROJECT PLANET

Why the Great American Lawn is terrible for the West's water crisis



By **Rachel Ramirez**, CNN
Updated 10:06 AM ET, Fri April 29, 2022



An aerial view of homes in San Diego. Grass lawns require exorbitant amounts of water to maintain -- water that is rapidly running out in the West.

(CNN)As California plunges even deeper into its multiyear megadrought after an alarmingly dry winter, officials are eyeing what experts say is one of the leading culprits in the crisis: water-guzzling grass lawns.

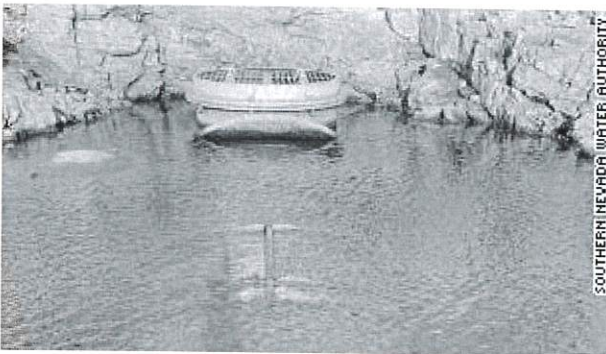
Residents and businesses in the counties around Los Angeles were told this week that they would need to limit outdoor water use to one day a week starting June 1. It's the first time water officials have implemented such a strict rule.

"This is a crisis. This is unprecedented," said Adel Hagekhalil, general manager of the Metropolitan Water District of Southern California. "We have never done anything like this before and because we haven't seen this situation happen like this before."

The Great American Lawn has historically been a status symbol and portrayed as a place of leisure and comfort. But they require exorbitant amounts of water to maintain -- water that is rapidly running out.

Grass was the single largest irrigated "crop" in America, surpassing corn and wheat, a frequently cited study from NASA and the National Oceanic and Atmospheric Administration found. It noted that by the early 2000s, turf grass -- mostly in front lawns -- spanned about 63,000 square miles, an area larger than the state of Georgia.

Keeping all that front lawn grass alive requires up to 75% of just one household's water consumption, according to that study, which is a luxury that California is unable to afford as the climate change-driven drought pushes reservoirs to historic lows.



Lake Mead plummets to unprecedented low, exposing original 1971 water intake valve

In Southern California -- dotted with wealthy celebrity mansions and pristine green yards -- having conventional grass lawns simply won't work anymore as the consequences of climate change intensify, said John Fleck, director of the Water Resources Program at the University of New Mexico.

"You want to have some space in your backyard for your kids to play, so a little patch of grass is not terrible," Fleck told CNN. "It's just the big expanse of lawn -- that's really not being used other than 'because it looks pretty' -- that has got to go. That's what we can't have anymore.

"We just can't afford the water for it," he said.

Water hogs



Burton Agnes Hall in Worcestershire, circa 1880. The obsession with a well-manicured lawn began in England and was adopted in the US -- even in places where grass isn't meant to thrive.

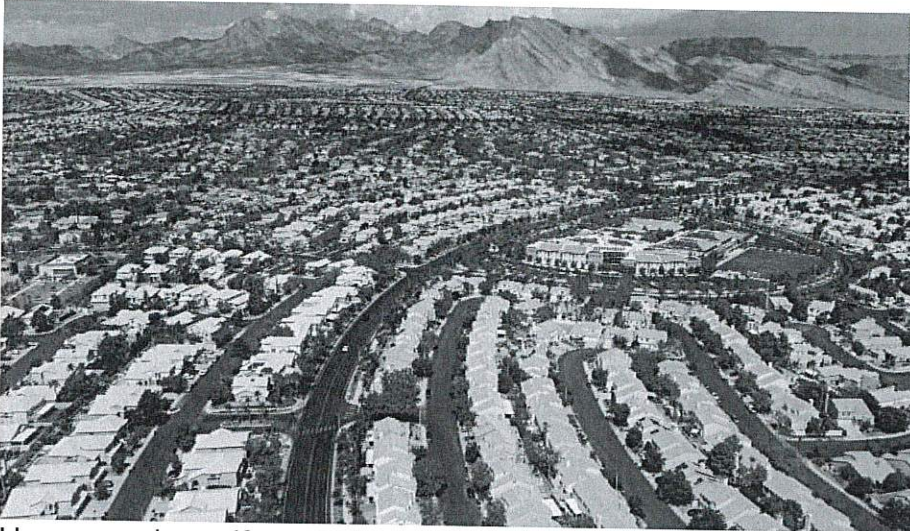
America's obsession with grass can be traced back to 17th century England, Fleck said, where meticulously manicured lawns became a "symbol of status and wealth" because of the high cost to maintain them.

"That idea of lawns as a demonstration of status really became embedded in gardening culture in this country with British colonialism, so it sort of traveled west with us and took all that labor in," Fleck said.

In the US, grass lawns expanded and thrived on the East Coast, "where it rains all the time, and you don't need to add a lot of supplemental irrigation water," Fleck said. And as Americans marched west, they took with them "the landscape they were familiar and comfortable with."

"The big problem is we have brought grasses to this climate in the Southwest that come from wetter places," Fleck said. "The classic example is called Kentucky bluegrass."

Kentucky bluegrass, which is native to Europe and Asia but grows particularly well in parts of the Eastern US, requires much more water than the West can offer.



Homes and a golf course in the Summerlin community of Las Vegas. Last year, Nevada passed a bill to ban ornamental grass, mandating the removal of all "nonfunctional turf" from the Las Vegas Valley by 2027.

The water doesn't last long in the arid Southwest. The hot, dry air evaporates water quickly, which in turn increases the amount needed to saturate a lawn. This effect grows even larger on hot summer days -- warmer air can absorb more -- which is also when ample water has been hardest to come by.

In California, the amount of water needed to sustain a grass lawn varies; the state has home to nearly a dozen subclimates that range from wet and cool to hot and dry.

So a 1,500-square-foot lawn in Crescent City on the northern coast might need 22,000 gallons of water a year, according to the California Department of Water Resources.

But farther south, the requirement increases dramatically. The same-size lawn in Los Angeles would need 43,000 gallons a year. An hour east of that in Palm Springs, it jumps to 63,000 gallons a year.

Now consider the fact that the average lawn size in California is more like 5,500 square feet, according to [HomeAdvisor](#), and you can see how lawn maintenance in the West could start to make up a significant portion of a household's water budget.

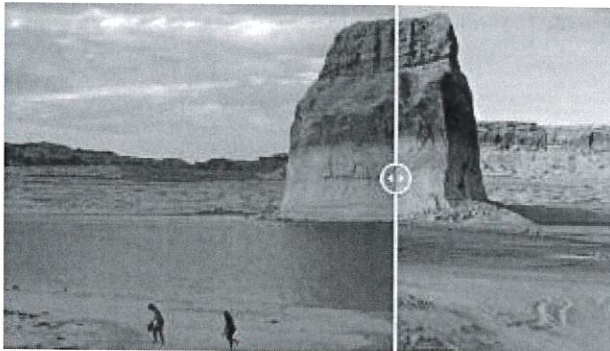
Around half of urban residential water consumption in California is used for outdoor landscaping, primarily because of its low humidity and scorching hot summers, according to the Department of Water Resources. An average Californian's indoor water consumption is around 51 gallons a day -- or 19,000 gallons per year -- according to the agency.

Lawn mowers, weed whackers, fertilizer



Grass has a hard time accessing and absorbing water when it's fertilized.

Besides the intensive water use, gas-powered lawn mowers emit pollutants that can cause cancer and planet-warming gases, which in turn contributes to the climate crisis and the region's drought.



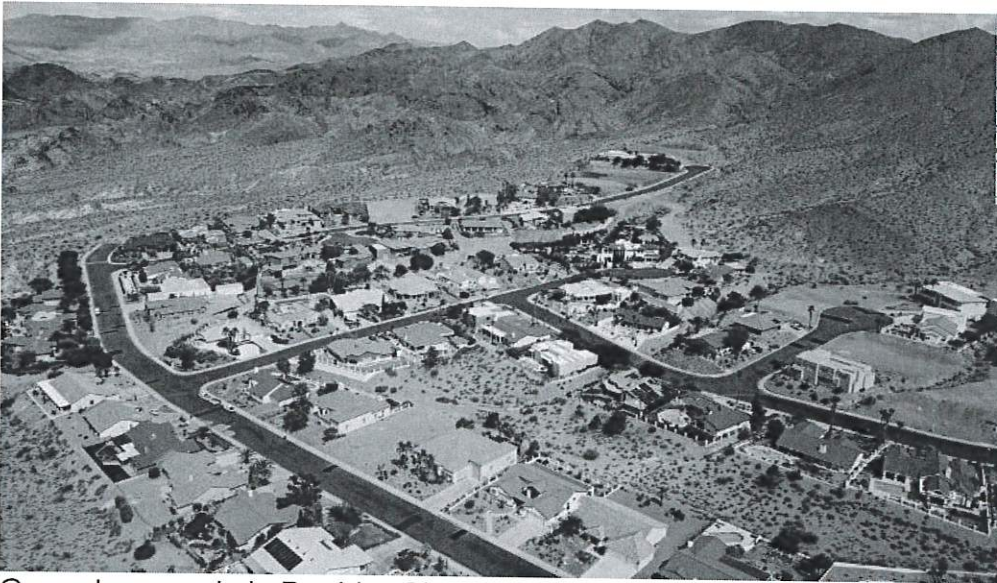
Incredible before and after photos show just how much this critical reservoir has dried up

According to the Environmental Protection Agency, gas-powered lawn and gardening equipment released more than 22 million tons of carbon emissions in 2018. Each year, the agency estimates that over 17 million gallons of gasoline are spilled just refueling the equipment.

Grass also has a harder time accessing and absorbing water when it's fertilized, which means more frequent watering is needed. Fertilizers enhance the growth of the plant, which increases its density both above-ground and below. The roots can become compacted, which ultimately reduces the soil's ability to hold water.

Scientists have linked the use of fertilizers to an increase in evapotranspiration, the process by which water moves from the ground to the air. In the West, the lack of precipitation and an increase in evaporative demand — also known as the "thirst of the atmosphere" — are the two major drivers of the region's water crisis. Warmer temperatures increase the amount of water the atmosphere can absorb, which then dries out the landscape.

What you can do different



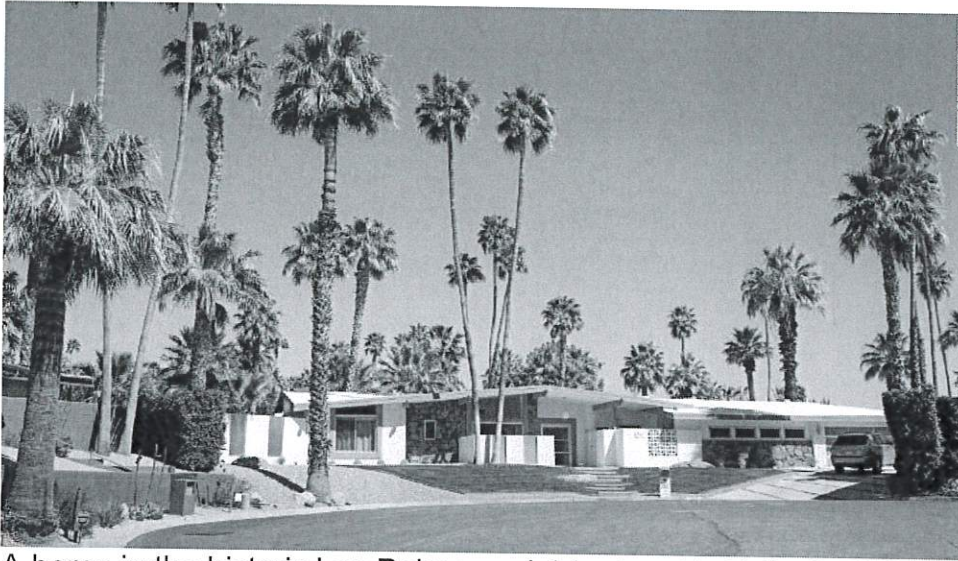
Grass-less yards in Boulder City, Nevada.

Fleck, who lives in a lawn-less suburban home in Albuquerque, said if he did have a grass lawn, it would likely require the same amount of water that a "thrifty indoor water user" consumes in one day.

"If you're going to have outdoor landscaping, the biggest bang for your 'water buck' is trees, not lawns," he said. "With trees, you get a cooling effect in the urban heat island, you save air conditioning energy from the shade, and in an urban area that struggles with air quality like Southern California does, trees help clean the air."

Some cities are already addressing excessive water use by offering buyouts for homeowners to replace their grass lawns with alternative such as native plants or xeriscaping.

One of San Diego's key water conservation programs pays homeowners to tear out yards full of Kentucky bluegrass and other turf grasses -- \$4 per square foot -- and replace them with far more water-efficient desert plants. Since launching the program, the city says it has successfully replaced 42 million square feet of turf lawns.



A home in the historic Las Palmas neighborhood in Palm Springs, with a combination of grass and xeriscaping in the front yard.

Last year, Nevada passed a bill to ban ornamental grass, mandating the removal of all "nonfunctional turf" from the Las Vegas Valley by 2027. The Colorado River, which provides water for much of Nevada, has been dwindling at an alarming rate. The state's latest conservation effort would save about 10% of the region's annual allotment of water from the Colorado River basin.

"Native landscaping makes sense and can be really beautiful," Fleck said. "One of my favorite Western cities is Tucson, and it has adopted this native landscaping aesthetic and it's just a gorgeous town, and it just uses a lot less water to do that."

Fleck said he expects "the brown lawn to be a badge of honor" soon.

"It's like -- I am making my contribution to the well-being of our community in this time of crisis by not watering my lawn," he said. "And I expect that to become the status symbol."

CORRESPONDENCE

fiona@hbmwd.com

From: fiona@hbmwd.com
Sent: Wednesday, May 4, 2022 10:29 AM
To: 'paola.gonzalez@waterboards.ca.gov'; 'christopher.hyun@waterboards.ca.gov'
Cc: 'David.Rose@waterboards.ca.gov'; 'Max.Gomberg@Waterboards.ca.gov'; 'James.Nachbaur@waterboards.ca.gov'; 'Garrett.Lenahan@waterboards.ca.gov'; Stacy Lynne Taylor; Paul Helliker; 'John Friedenbach'
Subject: HBMWD Response to Proposed Emergency Conservation Regulations

Dear Mr. Hyun and Ms. Gonzalez,

Thank you for receiving comments on the Draft of Proposed Emergency Conservation Regulations at the SWRCB's Public Webinar on April 21, 2022.

Humboldt Bay Municipal Water District (HBMWD) has requested a provision for agencies that are still at Stage 1 of their Urban Water Management Plan's Water Shortage Contingency Plan (WSCP). Our District supplies water to seven local municipalities and is not connected to the State or Federal water projects. We are at Stage 1 of our WSCP, with our Ruth Lake reservoir at 100% capacity and spilling. So, although conservation of our precious water resource is wise in general, mandated conservation in our service area does not benefit anyone and the conserved water simply flows into the Pacific Ocean.

Several other agencies in Stage 1 of their WSCP commented on the Draft and made the same request.

In alignment with water conservation laws AB 1668 (Friedman) and SB 606 (Hertzberg), and to accommodate California's diverse and unique communities, we respectfully request revision of 23 CCR § 996.(c) Urban Drought Response Actions, as it is currently drafted.

Please consider the following revision:

23 CCR § 996.(c) Each urban water supplier that has submitted a water shortage contingency plan to the Department of Water Resources and has submitted to the Department of Water Resources a preliminary annual water supply and demand assessment, no later than June 1, 2022, which demonstrates that the supplier has no water shortage and can meet water demands with existing supplies, may implement by June 10, 2022, at a minimum, the demand reduction actions identified in the supplier's water shortage contingency plan adopted under Water Code 10632 for a shortage level of up to twenty percent (Level 2).

23 CCR § 996.(d) Each urban water supplier that has submitted a water shortage contingency plan to the Department of Water Resources and has submitted to the Department of Water Resources a preliminary annual water supply and demand assessment, no later than June 1, 2022, which demonstrates that the supplier has a water shortage and cannot meet water demands with existing supplies, shall implement by June 10, 2022, at a minimum, the demand reduction actions identified in the supplier's water shortage contingency plan adopted under Water Code 10632 for a shortage level of up to twenty percent (Level 2).

Please feel free to contact me if you have any questions or wish to discuss our request further.

Thank you very much,

Fiona Wilson
Executive Assistant and Board Secretary
Humboldt Bay Municipal Water District
828 Seventh Street
Eureka, CA 95501
Phone: (707)443-5018
Fax: (707)443-5731
www.hbmwd.com



GAVIN NEWSOM
GOVERNOR

JARED BLUMENFELD
SECRETARY FOR
ENVIRONMENTAL PROTECTION

State Water Resources Control Board

NOTICE OF PUBLIC WEBINAR

TO PROVIDE AN OVERVIEW OF A
DRAFT PROPOSED EMERGENCY REGULATION
FOR WATER CONSERVATION

April 21, 2022

1:00 p.m. - 3:00 p.m. PDT

Remote Participation Only

<https://waterboards.zoom.us/j/96501350138?pwd=cnE2Z1gwUFNmR1E4cVNpWlNaK3VzUT09>

NOTICE IS HEREBY GIVEN that the State Water Resources Control Board (State Water Board or Board) will hold a public webinar regarding a draft proposed emergency regulation for water conservation.

BACKGROUND

The Governor’s March 28, 2022, Executive Order (N-7-22) directs the State Water Board to consider adopting drought emergency water conservation regulations to prepare for and mitigate the effects of the drought conditions.

MEETING PURPOSE

The purpose of this webinar is to provide an overview of a draft emergency regulation proposal, in response to the Executive Order and for future consideration by the State Water Board, and to give interested parties the opportunity to provide feedback and ask questions about the staff proposals in advance of the State Water Board initiating the formal emergency rulemaking process. State Water Board staff will discuss topics covered in the proposed emergency regulation, including defining and banning the irrigation of “non-functional turf” on properties in the commercial, industrial, and institutional sectors, and requiring that all urban water suppliers implement at least level 2 of their water shortage contingency plans.

PROCEDURAL MATTERS

Due to ongoing circumstances related to the COVID-19 emergency, all public participation will be remote via an online hosted platform.

- 2 -

At the scheduled time, participants can join the webinar by clicking [here](#) or by copying and pasting this link into a web browser:

<https://waterboards.zoom.us/j/96501350138?pwd=cnE2Z1gwUfNmR1E4cVNpWlNaK3VzUT09>.

Learn more about how to join a virtual meeting in Zoom by clicking [here](#).

Participants can also phone in (audio only) using the information below:

- Dial: 669-900-9128
- Meeting ID: 965 0135 0138
- Passcode: 013422
- Phone only instructions [here](#)

If you require interpretation services, please contact Paola Gonzalez by April 15, 2022.

NOTICE

The notice is available at the State Water Board's Water Efficiency Legislation webpage: [Water Conservation Regulations | California State Water Resources Control Board](#)

CONTACT PERSONS


Any inquiries pertaining to this workshop should be addressed to:

Name: Christopher Hyun
Address: State Water Resources Control Board
1001 I Street, 13th Floor
Sacramento, CA 95814
Email: Christopher.Hyun@waterboards.ca.gov

Name: Paola Gonzalez
Address: State Water Resources Control Board
1001 I Street, 13th Floor
Sacramento, CA 95814
Email: Paola.Gonzalez@waterboards.ca.gov

April 12, 2022

Date



Jeanine Townsend
Clerk to the Board

CONTINUING BUSINESS

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

To: Board of Directors
From: John Friedenbach
Date: May 5, 2022
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 – Staff attended the workshop session at Humboldt County Planning Dept. April 21st. Public comment was continued to May 19th. Staff is scheduled to meet with Nordic representatives on May 11th for a project status update.

ii) Trinidad Rancheria mainline extension. HBMWD's district counsel continues to prepare the draft MOU between McKinleyville CSD and HBMWD concerning the details for "wheeling" water through MCSD from HBMWD to the Rancheria. Due to various work conflicts, he was not able to have this completed for our May meeting. Staff expects to present the draft document to the board in June.

Wheeling water means: the conveying of water through the unused capacity in a pipeline or aqueduct by another water provider. The use of utility conveyance facilities by other than the owner.

The Rancheria continues to move forward with its funding efforts for the project. Staff had a project status update meeting on April 28th with Jacque Hostler-Carmesin.

b) Transport

No update.

c) Instream Flow Dedication

The project team has completed a draft 1707 permit application narrative and will be requesting initial draft consultation with Water Board staff and will discuss the process for final submittal and approval. Governor Newsom's Executive Order N-7-22 section 6 directs the Water Board to expeditiously consider petitions that add a fish and wildlife beneficial uses. In addition, the EO waives the 1707 permit fees for those applications. Staff is scheduling a follow up meeting with NMFS. Staff will schedule a Special Meeting workshop with our directors to review the project and process.



April 15, 2022

The Honorable Mike McGuire
Majority Leader, California Senate
1021 O Street, Suite 8620
Sacramento, CA 95814

RE: Request \$5 Million for Urgent Soil Clean-Up in Humboldt County

Dear Senator McGuire,

California Coastkeeper Alliance and Humboldt Baykeeper are dedicated advocates for drinkable water for all Californians and thank you for the opportunity to provide comment on the proposed budget.

Near the Mad River, just one mile upstream of the intake to the Humboldt Bay Municipal Water District system, the site of the old McNamara and Peepe lumber mill houses an incredible amount of toxic, long-lasting pollutants. Although the Department of Toxic Substances Control (DTSC) originally certified that the site was completely remediated in 1998, the agency has since issued an imminent and substantial endangerment finding for the site in 2008, and eventually rescinded its remediation certification in 2018. The problem has only gotten worse over time.

Today, despite the powerful toxicity of the pollutants in the groundwater, the proximity of the site to the drinking water intake for nearly 90,000 people, and recent data indicating that the pollutants are migrating toward the Mad River, DTSC has failed to take any new remediation actions since 1998.

In the face of compelling data indicating that dioxins have left the site, the agency has dragged its feet and failed to remediate. **We request the inclusion of \$5 million so DTSC may work with the Humboldt Bay Municipal Water District to remediate the McNamara and Peepe mill site before the drinking water for nearly 90,000 people is poisoned.**

A. History of Contamination

In the 1960s, the McNamara and Peepe Lumber Mill, now bankrupt, used a chemical called pentachlorophenol (PCP), which contains substantial quantities of dioxins, to protect their wood from mold and fungus. However, the mill’s poor handling of the substance allowed the PCP to soak into the soil at the site, and eventually led to two major spills into the Mad River killing at least 10,000 steelhead.¹

In 1984, the California Department of Health and Safety (DHS) officially became involved in managing the toxic site and noted that “dioxins are among the most toxic substances known to man,” and there is a strong connection between the lumber mill and Humboldt County’s drinking water:

“Surface waters from the Site flow to Mill Creek which flows into the Mad River. The Mad River is utilized as the source of drinking water that is supplied by the Humboldt Bay Municipal Water District to Arcata, Eureka, and McKinleyville. The intakes to the water supply system are approximately 1 mile downstream from the site.”²

¹ California Department of Health Services, *McNamara and Peepe Hazardouse Waste Site*, May 1988. https://www.envirostor.dtsc.ca.gov/public/deliverable_documents/8985752701/mcnamara%20may%2088.pdf

² DHS, *In the Matter of: McNamara and Peepe Lumber Mill*, 1989 at 11-12, https://www.envirostor.dtsc.ca.gov/public/deliverable_documents/6465489029/rao89.pdf

By June of 1989, DHS had listed the area as a state superfund site.³ Over the next few years, DHS, now renamed the Department of Toxic Substances Control (DTSC), capped the mill site to prevent the pollutants from spreading and certified that, with the exception of ongoing monitoring, all remediation at the site was completed.⁴

B. Failure to Remediate

However, in 2002 groundwater levels steadily rose at the site.⁵ Over time, the toxins DTSC had certified were safely isolated began to mix with groundwater. Sampling at monitoring wells in 2003 and 2005 showed extremely elevated levels of PCP and, in 2008, these findings led DTSC to conclude that there was an imminent and substantial endangerment to the public health and welfare.⁶ Yet despite this finding, no further remedial actions were taken.

After an additional 10 years of monitoring, in 2018 DTSC finally revoked its 1998 certification that remediation was complete.⁷ Still, no further remedial actions were taken. Since the decertification in 2018, DTSC's monitoring has shown dioxins in surface water downstream of the mill site, and high levels of dioxin and PCP in groundwater beyond the cap.

Even worse, in January 2022, Humboldt Baykeeper sampled a private well on adjacent property approximately 200 feet from the cap and found PCP at 0.54 ug/L, nearly twice the Public Health Goal, and the presence of two congeners of dioxins. This is immediately concerning for people neighboring the mill site who have been drilling new wells, and these tests undeniably indicate that the toxic pollution has spread beyond the cap.

Recent monitoring has made clear that the toxic plume of PCP and dioxin continues to expand beyond the boundaries of the old mill site. However, DTSC has failed to take appropriate remedial measures. As concerns grow that dioxin will enter the Mad River and contaminate the drinking supply for Humboldt County, this issue needs to be addressed now. For these reasons, **we are requesting \$5 million in the budget so the Humboldt Bay Municipal Water District may work with DTSC to excavate the contaminated soil and finally remediate the McNamara and Peepe mill site.** Thank you for your consideration.

³ DHS, *Final Remedial Investigation Report*, 1989 at 6.

https://www.envirostor.dtsc.ca.gov/public/deliverable_documents/5598294913/McNamara%20%26%20Peepe%20Final%20Remedial%20Investigation%20Report.pdf

⁴ DTSC, *Approval of Remedial Action Implementation Report and Remedial Action Certification*, 1998,

https://www.envirostor.dtsc.ca.gov/public/deliverable_documents/9121276676/McNamara%20and%20Peepe%20Lumber%20Mill_Approval%20of%20Remedial%20Action%20Implementation%20Report_03.09.1998.pdf

⁵ DTSC, *Five-Year Comprehensive Review*, 2014, at 10,

https://www.envirostor.dtsc.ca.gov/public/deliverable_documents/7151016056/5-YEAR%20REVIEW%20REPORT%202014_final.pdf

⁶ DTSC, *Imminent and Substantial Endangerment Determination Order*, 2018,

https://www.envirostor.dtsc.ca.gov/public/deliverable_documents/5708570182/ise_determination.pdf

⁷ DTSC, *Decertification*, 2018,

https://www.envirostor.dtsc.ca.gov/public/deliverable_documents/8383564591/Decertification%20%5BDTSC%2012-28-18%5D.pdf

Sincerely,

Sean Bothwell
Executive Director
California Coastkeeper Alliance

Jennifer Kalt
Director
Humboldt Baykeeper

fiona@hbmwd.com

From: John Friedenbach <friedenbach@hbmwd.com>
Sent: Friday, April 15, 2022 9:11 AM
To: erin.dunn@asm.ca.gov
Subject: FW: State Budget: Member Request by HBMWD
Attachments: Decertification DTSC 12-28-18 McNamara Peepe Mill.pdf; McNamara and Peepe site ltr to DTSC 013119.pdf; 3.6.20 Letter to DTSC.pdf; HBMWDistrict 7.23.20 Letter to DTSC.pdf; Response to TLG 7.23.2020 Letter 9.24.pdf

Hi Erin,
My board asked me to forward this request to Assemblymember Wood.
Can you please refer this to him?
If you wish to discuss, please do not hesitate to call me.
Thank you!

John Friedenbach
General Manager
Humboldt Bay Municipal Water District
www.hbmwd.com
707-443-5018 work
707-362-7509 cell



From: John Friedenbach <friedenbach@hbmwd.com>
Sent: Friday, March 11, 2022 4:00 PM
To: Nora Mounce (Nora.Mounce@sen.ca.gov) <Nora.Mounce@sen.ca.gov>; 'senator.mcguire@senate.ca.gov' <senator.mcguire@senate.ca.gov>
Subject: State Budget: Member Request by HBMWD

Dear Senator McGuire / Nora,

The Humboldt Bay Municipal Water District respectfully requests that you incorporate a California State Budget Request of \$5-6 million specifically for the clean up of the McNamara and Peepe former mill site on Glendale Avenue in Humboldt County. This would be to the DTSC, but would need to be restricted to this site and for the sole purpose of site remediation via soil removal and off site disposal.

Our District has communicated with your office numerous times in recent years about our concerns with the PCP and Dioxin contamination at this site, its proximity to the Mad River, location immediately upstream from our source water Ranney collection wells on the Mad River, and the lack of progress made by DTSC towards clean up of the contamination of the site over the last 30+ years.

I have attached some of the more recent correspondence between our District and DTSC for your reference and to show the lack of action that DTSC has taken to clean up this site.

Our scientist consultants believe that a soil removal and off site treatment is the only method to adequately and quickly clean up the site. Based on their prior experience with a dioxin contaminated site's cleanup in Eureka on Humboldt Bay, a similar budget amount of \$5-6 million dollars has been presented for your consideration.

This project would benefit 2/3rds of the population of Humboldt county which includes all political persuasions.

I am available to provide additional information if necessary.

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

Respectfully,

John Friedenbach
General Manager
Humboldt Bay Municipal Water District
www.hbmwd.com
707-443-5018 work
707-362-7509 cell





Jared Blumenfeld
Secretary for
Environmental Protection



Department of Toxic Substances Control

Meredith Williams, Ph.D., Director
700 Heinz Avenue
Berkeley, California 94710-2721



Gavin Newsom
Governor

April 25, 2022

Ms. Jennifer Kalt
Humboldt Baykeeper
600 F Street, Suite 3 #810
Arcata, California 95521
jkalt@humboldtbykeeper.org

Dear Ms. Kalt:

Thank you for your letter regarding the water sample from a private well near the McNamara & Peepe Lumber Mill site (Site) in Arcata, California, dated March 7, 2022, addressed to Division Chief Nelline Kowbel. We value the input from Humboldt Baykeeper. We understand that Humboldt Baykeeper commissioned Matt Hagemann P.G., C.Hg., QSD, QSP with Soil/Water/Air/Protection Enterprise to collect a groundwater sample from a private well at 1551 Glendale Drive on January 19, 2022. Pentachlorophenol and two congeners of dioxins were detected in the groundwater sample.

The project team is evaluating this data along with recent soil, surface water, and groundwater data collected at the Site between February and April 2022 to better understand current site conditions. In addition, DTSC's contractor SHN Consulting Engineers and Geologists, Inc. is working with the above resident to collect a water sample from the private well using the sampling procedures that are followed at the Site.

We also have several questions regarding the well and the methods that your consultant used to sample the private well.

1. Regarding the sample collection method: were the groundwater samples filtered in the field or in the laboratory? How were the groundwater samples collected (e.g., using a pump or bailer) and was the well purged prior to sampling? Are there field sampling logs or notes documenting the field event?

Ms. Jennifer Kalt
April 25, 2022
Page 2 of 2

2. Is the private well used for drinking water or is the water used for other purposes?
3. Are well construction details, such as screen interval and total depth available?
4. What was the depth to the water table during the sampling event?

We appreciate Humboldt Baykeeper's concern regarding the Site and look forward to working together in the future.

Please feel free to contact McNamara & Peepe Lumber Mill's project manager, Nicole Yuen, by email at Nicole.Yuen@dtsc.ca.gov or by phone at (510) 540-3881.

Sincerely,



Julie Pettijohn, MPH, CIH
Branch Chief
Site Mitigation and Restoration Program
Department of Toxic Substances Control

cc: Nelline Kowbel – Division Chief
DTSC
Nelline.Kowbel@dtsc.ca.gov

Nicole Yuen – Project Manager
DTSC
Nicole.Yuen@dtsc.ca.gov



Date: April 15, 2022
To: Board of Directors of Independent Special Districts
From: Colette Santsche, Executive Officer
Subject: **OFFICIAL BALLOT – Independent Special District Election**

H.B.M.W.D. APR 22 2022

The term of office for one of the regular special district members and the alternate special district member on LAFCo expires on June 30, 2022.

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	2018 - 2022
Alternate Member	David Couch, McKinleyville Community Services District	2018 - 2022

The basic process for selecting special district members to LAFCo is set forth in Government Code Section 56332. This 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 28, 2022, 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 April 8, 2022.

Enclosed is an official ballot to elect one candidate to serve as a regular special district member and one candidate to serve as alternate special district member on LAFCo with a term beginning on July 1, 2022 and expiring June 30, 2026.

Please mark selection directly onto the ballot, voting for no more than one (1) candidate per seat. **Ballots must be returned to Humboldt LAFCo, 1125 16th Street, Suite 202, Arcata, CA 95521 on or before June 24, 2022 at 5:00 p.m.**

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. 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.

An election schedule with information about the counting of ballots and successful candidate notification is enclosed.

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

Election Schedule

LAFCo call for nominations letter mailed	Friday, January 28, 2022
Nominations due to LAFCo	By 5:00 p.m., Friday, April 8, 2022
Ballots mailed from LAFCo via certified mail	No later than Friday, April 15, 2022
Election Day – Ballots due to LAFCo	By 5:00 p.m., Friday, June 24, 2022
Election results mailed from LAFCo	No later than Monday, June 30, 2022

Independent Special Districts

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

**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 1125 16th Street, Suite 202, Arcata, CA 95521, on or before June 24, 2022 at 5:00 p.m.

Name of District: _____
Address: _____
Telephone: _____

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

- DAVID COUCH (incumbent alternate member)**
Sponsor: McKinleyville Community Services District
- ED DUGGAN**
Sponsor: Willow Creek Community Services District
- MICHAEL HANSEN**
Sponsor: Humboldt Community Services District
- TROY NICOLINI (incumbent)**
Sponsor: Peninsula Community Services District

The Board hereby selects the above candidate to fill the term beginning on July 1, 2022 and expiring on June 30, 2026, as a regular special district member of the Humboldt Local Agency Formation Commission.

Board action taken on the _____ day of _____, 2022, by the following vote:

AYES: _____
NOSE: _____
ABSTAIN: _____
ABSENT: _____

DISTRICT REPRESENTATIVE:

Signature

Printed Name / Title

OFFICIAL BALLOT
INDEPENDENT SPECIAL DISTRICT ELECTION
ALTERNATE MEMBER

Mark selection directly onto the ballot, voting for no more than one (1) candidate. Ballots must be returned to the LAFCo office at 1125 16th Street, Suite 202, Arcata, CA 95521, on or before June 24, 2022 at 5:00 p.m.

Name of District: _____
Address: _____
Telephone: _____

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

- HEIDI J. BENZONELLI**
Sponsor: Humboldt Community Services District
- DAVID COUCH (incumbent)**
Sponsor: McKinleyville Community Services District
- TROY NICOLINI (incumbent regular member)**
Sponsor: Peninsula Community Services District
- C. CAROLINE SNOW**
Sponsor: Willow Creek Community Services District

The Board hereby selects the above candidate to fill the term beginning on July 1, 2022 and expiring on June 30, 2026, as a regular special district member of the Humboldt Local Agency Formation Commission.

Board action taken on the _____ day of _____, 2022, by the following vote:

AYES: _____
NOSE: _____
ABSTAIN: _____
ABSENT: _____

DISTRICT REPRESENTATIVE:

Signature

Printed Name / Title

Humboldt Bay Municipal Water District

To: Board of Directors
From: John Friedenbach
Date: May 5, 2022

Re: HBMWD Participation on the Samoa Peninsula Enhanced Infrastructure Financing District's (EIFD) Public Financing Authority (PFA) Board

Discussion

The Board may recall that our District participated in the Samoa Peninsula Infrastructure Workgroup during 2020. On February 8, 2022 the Board of Supervisors adopted a Resolution Approving the Infrastructure Financing Plan for the Samoa Peninsula Enhanced Infrastructure Financing District. See attached Humboldt County resolution 22-16. [pages 4-5]

Also attached is a copy of Humboldt County resolution 22-01 creating the Public Financing Authority for the Samoa Peninsula Enhanced Infrastructure Financing District. [pages 6-33]

Finally, attached is a copy of Humboldt County resolution 21-68: Intention to Establish the Samoa Peninsula Enhanced Infrastructure Financing District... [pages 34-40]

The HBMWD is eligible to participate as member of the PFA board. Staff believes it would be advantageous to our district to request becoming a member of that board. Participation on the PFA board for the EIFD directly aligns with the District's Water Resource Planning initiative of increasing local water sales. As the Directors are aware, there is renewed industrial development interest in the Samoa Peninsula requiring both domestic and industrial water. Nordic Aquafarms is just one example. Moreover, when these development projects apply for building permits, our District becomes engaged regarding water supply infrastructure and availability. As you know, the existing infrastructure on the Samoa Peninsula is extremely old and not always suited for the needs of these new developments. Consequently, staff recommends that HBMWD directly participate on the PFA board of the EIFD to have direct input on the activities concerning infrastructure financing on the Samoa Peninsula.

The governing body of the Samoa Peninsula Enhanced Infrastructure Financing District, the Public Financing Authority, is currently made up of three (3) members of the County Board of Supervisors and two (2) members of the Public. Per Section 8, par. 2 of the Resolution of Intention (Resolution 21-68) to form the EIFD, should the HBMWD participate in the Samoa Peninsula EIFD, then the PFA membership shall comprise of two members of the County Board, one member of the HBMWD Board, a public member selected by the Board, and a member of the public selected by the HBMWD. Participation in the EIFD would require the HBMWD to contribute a fixed percentage (most likely 75%) of its property tax increment over a fixed period of time. See attached projection of HBMWD tax increment contribution. [page 3] Projects under the HBMWD may be financed by the EIFD regardless of participation. The recommended steps for participation in the EIFD include:

- Action from the HBMWD Board to participate and contribute a fixed percentage of their property tax increment over a fixed period of time. (HBMWD Resolution)

- Action from PFA seeking HBMWD participation and drafting of an amendment to the EIFD Infrastructure Financing Plan (IFP)
- Action from County BOS approving HBMWD participation
- Three Public Hearing of the PFA to consider adoption of an amendment to the IFP, in accordance with California Government Code 53398.66
 - o Approval of the Amendment to the IFP by the County BOS following 1st Public Hearing and before to the 3rd Public Hearing
 - o Adoption of the Amendment by the PFA at the 3rd public hearing

Recommendation and Action

Staff recommends that the Board direct staff to take the necessary steps for HBMWD to join the PFA of the Samoa Peninsula EIFD including but not limited to requesting a seat on their board and committing a fixed percentage (most likely 75%) of HBMWD's tax increment within the EIFD's boundary on the Samoa Peninsula. The initial step would be drafting and sending a letter of interest to join the PFA board.

Samoa Peninsula EIFD
Humboldt Bay Municipal Water District (HBMWD) – Tax Increment Revenue Analysis

Tax Area:	123-001	123-004	123-006	123-007	123-009	081-001	081-007	081-011	081-013	081-014	081-015
Taxing Entity											
Humboldt Bay Municipal Water Dis	0.016705	0.015046	0.015046	0.016749	0	0.012568	0.012567	0	0.011605	0.011605	0

EIFD Year	1	2	3	4	5	10	20	30	
Tax Increment Revenue Available	\$ -	\$ 78,053	\$ 680,166	\$ 1,294,322	\$ 2,427,511	\$ 4,069,114	\$ 7,849,281	\$ 9,656,403	\$ 11,859,275

Allocation of Tax Increment Revenue

Taxing Entity											
Humboldt County	17%	\$ -	\$ 13,422	\$ 116,961	\$ 222,571	\$ 417,434	\$ 699,723	\$ 1,349,759	\$ 1,660,510	\$ 2,039,315	
Percent Allocated to EIFD	13%	\$ -	\$ 10,066	\$ 87,721	\$ 166,928	\$ 313,075	\$ 524,792	\$ 1,012,319	\$ 1,245,383	\$ 1,529,486	
County MV/LF Share Equivalent Available	14%	\$ -	\$ 11,006	\$ 95,908	\$ 182,508	\$ 342,296	\$ 573,773	\$ 1,106,802	\$ 1,361,619	\$ 1,672,238	
Percent Allocated to EIFD	11%	\$ -	\$ 8,254	\$ 71,931	\$ 136,881	\$ 256,722	\$ 430,330	\$ 830,102	\$ 1,021,214	\$ 1,254,179	

HBMWD	1.4%	\$ -	\$ 1,093	\$ 9,522	\$ 18,121	\$ 33,985	\$ 56,968	\$ 109,890	\$ 135,190	\$ 166,030
Percent Allocated to EIFD	1.1%	\$ -	\$ 820	\$ 7,142	\$ 13,590	\$ 25,489	\$ 42,726	\$ 82,417	\$ 101,392	\$ 124,522
HBMWD CUMMULATIVE TOTAL										
Net Tax Revenues to Samoa EIFD		\$ 19,140	\$ 166,794	\$ 317,400	\$ 595,286	\$ 997,847	\$ 1,924,838	\$ 2,367,989	\$ 2,908,188	
Cumulative Fund										
Cumulative Fund Without HBWD Contribution										
		\$ 10,054,581	\$ 31,976,420	\$ 58,918,328	\$ 9,488,638	\$ 30,176,559	\$ 55,601,985			

Note: For illustrative purposes only, actual values may differ. Based on the adopted Tax Increment Revenue Analysis and the average HBMWD Tax Apportionment of 1.4%.

Participation of the HBMWD in the Samoa Peninsula EIFD:

- Will require the HBMWD to contribute a fixed percentage of their property tax increment to the EIFD over a fixed period of time
- Will require a HBMWD Board Member to join the PFA in place of a BOS member
- Will allow HBMWD to select their own public member, possibly requiring one of the current public members to step down
- Will not affect HBWD ability to benefit from projects funded through the EIFD
- Will require approval by the County BOS
- Will require approval by the PFA, following three public hearings to adopt an amendment to the IFP

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Certified copy of portion of proceedings, Meeting of February 8, 2022

RESOLUTION NO. 22-16

RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE COUNTY OF HUMBOLDT APPROVING THE INFRASTRUCTURE FINANCING PLAN FOR
THE SAMOA PENINSULA ENHANCED INFRASTRUCTURE FINANCING DISTRICT

WHEREAS, pursuant to Chapter 2.99 of Part 1 of Division 2 of Title 5 of the California Government Code (commencing with Section 53398.50) (the "EIFD Law"), on May 12, 2020, the Board of Supervisors of the County of Humboldt ("Board") initiated proceedings for the establishment of the Samoa Peninsula Enhanced Infrastructure Financing District ("District"); and

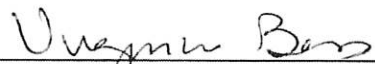
WHEREAS, the Public Financing Authority for the Samoa Peninsula Enhanced Infrastructure Financing District ("Authority") directed the preparation of an Infrastructure Financing Plan ("IFP"), as authorized by the EIFD Law; and

WHEREAS, the Board has received and reviewed the proposed IFP for the District, which is attached hereto as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County of Humboldt as follows:

1. **Recitals.** The Board finds and determines that all the foregoing recitals are true and correct and incorporated herein.
2. **Current EIFD Law.** It is the intent of the Board that the formation of the Samoa Peninsula EIFD shall proceed under the now existing and current EIFD Law as effective on the date of this Resolution.
3. **Approval of the IFP.** Pursuant to the provisions of Sections 53398.68(a) and 53398.75(e)(1) of the EIFD Law, the proposed IFP for Samoa Peninsula Enhanced Infrastructure District is hereby approved.
4. **County Tax Increment Contribution.** In approving the IFP, the Board specifically acknowledges and approves the commitment and contribution of 75% of the County's portion of the property tax increment from within the boundaries of the District for the life of the IFP.
5. **Severability.** If any section, subsection, phrase or clause of this Resolution is for any reason found to be invalid, such section, subsection, phrase or clause shall be severed from, and shall not affect the validity of, all remaining portions of this Resolution that can be given effect without the severed portion.
6. **General Authorization.** The Clerk of the Board and all other officers and agents of the County are hereby authorized and directed to take all actions necessary or advisable to give effect to the transactions contemplated by this Resolution.
7. **Effective Date.** This resolution shall be effectively immediately upon its adoption.

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Certified copy of portion of proceedings, Meeting of February 8, 2022



Virginia Bass, Chair of the Board
Humboldt County Board of Supervisors


Adopted on motion by Supervisor Wilson, Seconded by Supervisor Madrone, and the following vote:

- AYES: Supervisors: Bohn, Bass, Bushnell, Wilson, Madrone
- NAYS:
- ABSENT:
- ABSTAIN:

STATE OF CALIFORNIA)
County of Humboldt)

I, KATHY HAYES, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be a full, true, and correct copy of the original made in the above-entitled matter by said Board of Supervisors at a meeting held in Eureka, California as the same now appears of record in my Office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.



NIKKI TURNER
Deputy Clerk of the Humboldt County
Board of Supervisors

RESOLUTION NO. 22-01

A RESOLUTION OF THE PUBLIC FINANCING AUTHORITY FOR THE SAMOA PENINSULA ENHANCED INFRASTRUCTURE FINANCING DISTRICT APPROVING THE INFRASTRUCTURE FINANCING PLAN FOR THE SAMOA PENINSULA ENHANCED INFRASTRUCTURE FINANCING DISTRICT AND FORMING THE SAMOA PENINSULA ENHANCED INFRASTRUCTURE FINANCING DISTRICT TO FINANCE THE CONSTRUCTION AND/OR ACQUISITION AND/OR MAINTENANCE OF CAPITAL IMPROVEMENTS. AND FOR THE PUBLIC FINANCING AUTHORITY FOR THE SAMOA PENINSULA ENHANCED INFRASTRUCTURE DISTRICT TO ADOPT BYLAWS.

WHEREAS, pursuant to Chapter 2.99 of Part 1 of Division 2 of Title 5 of the California Government Code (commencing with Section 53398.50) (the EIFD Law), the County Board of Supervisors of the County of Humboldt (Board of Supervisors) formed a Public Financing Authority (Authority); and

WHEREAS, the Authority has prepared the Infrastructure Financing Plan (IFP) which is attached hereto as Exhibit "A"; and

WHEREAS, the IFP was sent to the Board of Supervisors, to all landowners in the proposed district, and to all affected taxing entities pursuant to EIFD Law; and

WHEREAS, the Board of Supervisors, on February 15, 2022, by Resolution No. 22-16, approved the IFP; and

WHEREAS, three public hearings on the IFP were duly noticed and held on Dec 30, 2021, Jan 25, 2022, and March 1, 2022, in accordance with Government Code Section 53398.66; and

WHEREAS, the Authority has heard and passed upon written and oral objections, if any, and has considered the recommendations, if any, of affected taxing agencies and testimony for and against the adoption of the plan.

NOW, THEREFORE, BE IT RESOLVED, by the Public Financing Authority for the Samoa Peninsula Enhanced Infrastructure Financing District as follows:

1. **Recitals.** The Authority finds and determines that all the foregoing recitals are true and correct and incorporated herein.
2. **Adoption of Infrastructure Financing Plan.** The Infrastructure Financing Plan for the Samoa Peninsula Enhanced Infrastructure Financing District attached hereto as Exhibit "A" is hereby adopted.
3. **Formation of the Samoa Peninsula Enhanced Infrastructure Financing District.** The Samoa Peninsula Enhanced Infrastructure Financing District is hereby formed.
4. **Adoption of Authority Bylaws.** The Bylaws for the Public Financing Authority for the Samoa Peninsula Enhanced Infrastructure Financing District attached hereto as Exhibit "B" is hereby adopted
5. **Adoption of Regular Meeting Schedule.** The Regular Meeting Schedule for the Public Financing Authority for the Samoa Peninsula Enhanced Financing District attached hereto as Exhibit "C" is hereby adopted
6. **Environmental Determination.** The Infrastructure Financing Plan for the Samoa Peninsula Enhanced Infrastructure Financing District is exempt from the California Environmental Quality Act (15378(b)(4)) because a "Project" does not include government funding mechanisms and also (15061(b)(3)) because CEQA does not apply where it can be determined with certainty that there is no possibility that there will be a significant effect on the environment and that no additional environmental review is required.
7. **Severability.** If any section, subsection, phrase or clause of this Resolution is for any reason found to be invalid, such section, subsection, phrase or clause shall be severed from, and shall not affect the validity of, all remaining portions of this Resolution that can be given effect without the severed portion.
8. **Effective Date.** This Resolution shall become effective 31 days following its enactment and shall be subject to referendum as prescribed by law.

9. **Certification.** The Chairperson shall sign, and the Authority Director shall certify to the passage and adoption of this Resolution and shall cause the same to be published and posted pursuant to the provisions of law in that regard.

APPROVED, AND ADOPTED this day, March 1, 2022.



Virginia Bass, Chair
Samoa Peninsula Public Financing Authority

Adopted on motion by Authority Member Bohn, Seconded by Authority Member Wilson, and the following vote:

AYES: Virginia Bass, Timothy Callison, Mike Wilson, Rex Bohn, Chris Drop

NAYS:

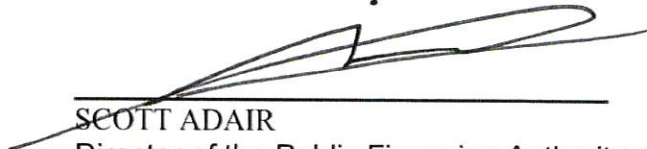
ABSENT:

ABSTAIN:

STATE OF CALIFORNIA)
County of Humboldt)

I, SCOTT ADAIR, Director of the Public Financing Authority of the Samoa Peninsula Enhanced Infrastructure Financing District do here by certify the foregoing to be a full, true, and correct copy of the original made in the above-entitled matter by said Authority at a meeting held virtually, as the same now appears of record in my Office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Authority



SCOTT ADAIR
Director of the Public Financing Authority of the Samoa Peninsula Enhanced Infrastructure Financing District

Attachments:

1. Exhibit A - The Infrastructure Financing Plan for the Samoa Peninsula Enhanced Infrastructure Financing District
2. Exhibit B – Authority Bylaws

EXHIBIT A



SAMOA PENINSULA ENHANCED INFRASTRUCTURE FINANCING DISTRICT

Infrastructure Financing Plan



Prepared by:
The Humboldt County
Economic Development Division



With assistance from Kosmont Companies



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1.0 Introduction

1.1 Background & Purpose

Developing and maintaining public infrastructure on the Samoa Peninsula is central to promoting economic prosperity, meeting energy goals, creating jobs, and enhancing quality of place and life in Humboldt County. Multiple proposed projects on the Samoa Peninsula will require functional infrastructure to succeed. Beginning in May of 2019, staff presented a report on the lack of modern and working infrastructure on the Samoa Peninsula, and Humboldt County Board of Supervisors directed staff to establish a taskforce whose purpose was to engage in intradepartmental communication concerning Responsible Engagement for the Development of Infrastructure (REDI) (Agenda item 19-642 from May 21, 2019).

In September 2019 staff provided an overview of partnership & financing options for infrastructure development on the Samoa Peninsula, based on findings of the REDI task force initiative. The Board of Supervisors directed staff to explore financing vehicles for infrastructure development, and to work with stakeholders sharing a vested interest in infrastructure development on the Samoa Peninsula.

In March of 2020, the County formed the Samoa Peninsula Infrastructure Workgroup (Workgroup), with the purpose to, “explore potential funding opportunities to create and/or improve existing infrastructure on the Samoa Peninsula which may include the possibility of creating an entity that can seek resources for the infrastructure needs of the Samoa Peninsula for economic development improvements and the betterment of the community members who live there and the economy of Humboldt County.” Through the Workgroup and communication with state partners, staff identified the Enhanced Infrastructure Financing District (EIFD) as the preferred infrastructure improvement investment vehicle.

An EIFD is a special financing district, a governmental entity comprised of both public and private partners distinct from the entity which establishes it. EIFDs can aid communities in funding a wide and diverse variety of public capital improvement projects and other projects of communitywide significance set forth in state law, by capturing and leveraging property tax increment (PTI) generated within the EIFD area. The EIFD does not impose a new tax. Added improvements gained through EIFD funding supports future development and results in increased property values. This generates increased property tax revenues from the “base year” which can then be leveraged for additional improvements.

The proposed Samoa Peninsula Enhanced Infrastructure Financing District (the “District”) will use PTI to fund infrastructure projects which have a direct connection to the District and which have lasting positive impacts for the District and the surrounding community. These projects will be approved by an advisory committee, to be formed following adoption of this Infrastructure Financing Plan (the IFP), before being brought to the Public Financing Authority (the PFA) for final approval. The IFP is intended to illustrate anticipated EIFD revenues, the type of infrastructure which will be financed, and the impacts to The County.



Exhibit A

1.2 Content and Overview

Pursuant to Government Code Sections 53398.59 through 53398.74, this IFP comprises the following information:

- a) A map and legal description of the District, included herein as Appendix A and Appendix B, respectively.
- b) A description of the public facilities and other forms of development or financial assistance that is proposed in the area of the district, including those to be provided by the private sector, those to be provided by governmental entities without assistance under this chapter, those public improvements and facilities to be financed with assistance from the proposed district, and those to be provided jointly. The description shall include the proposed location, timing, and costs of the development and financial assistance. This information is included in Section 3 of this IFP.
- c) If funding from affected taxing entities is incorporated into the financing plan, a finding that the development and financial assistance are of communitywide significance and provide significant benefits to an area larger than the area of the district. This information is included in Section 4 of this IFP.
- d) A financing section (included in Section 5 of this IFP), which shall contain all of the following information:
 - a. A specification of the maximum portion of the incremental tax revenue of the county and of each affected taxing entity proposed to be committed to the district for each year during which the district will receive incremental tax revenue. The portion need not be the same for all affected taxing entities. The portion may change over time. The maximum portion of the County's property tax increment to be committed to the District will be 75% throughout the duration of the District lifetime, which is projected to be forty five (45) years from the date on which the first issuance of bonds or acquisition of a loan is approved by the Public Financing Authority ("PFA").
 - b. A projection of the amount of tax revenues expected to be received by the district in each year during which the district will receive tax revenues, including an estimate of the amount of tax revenues attributable to each affected taxing entity for each year. Section 5.3 of this IFP includes a projection of tax revenues to be received by the District by year over the course of forty five (45) years from the date on which the first issuance of bonds or acquisition of a loan is approved by the PFA. These projections are based on research and analysis of available data at the time of IFP preparation for purposes of illustration. Actual results may differ from those expressed in this document. Appendix C provides additional detail for the projected revenue analysis.
 - c. A plan for financing the public facilities to be assisted by the district, including a detailed description of any intention to incur debt. Section 5.3 of this IFP includes a plan for financing the public facilities to be assisted by the District. The PFA governing the District intends to incur debt only when it is financially prudent to do so. It is estimated at this time that 53.5 million (in present value dollars) will be contributed by the EIFD to public improvements through a combination of tax increment bond or loan



Exhibit A

proceeds (multiple issuances may be necessary) and pay-as-you-go tax increment funding over the District lifetime.

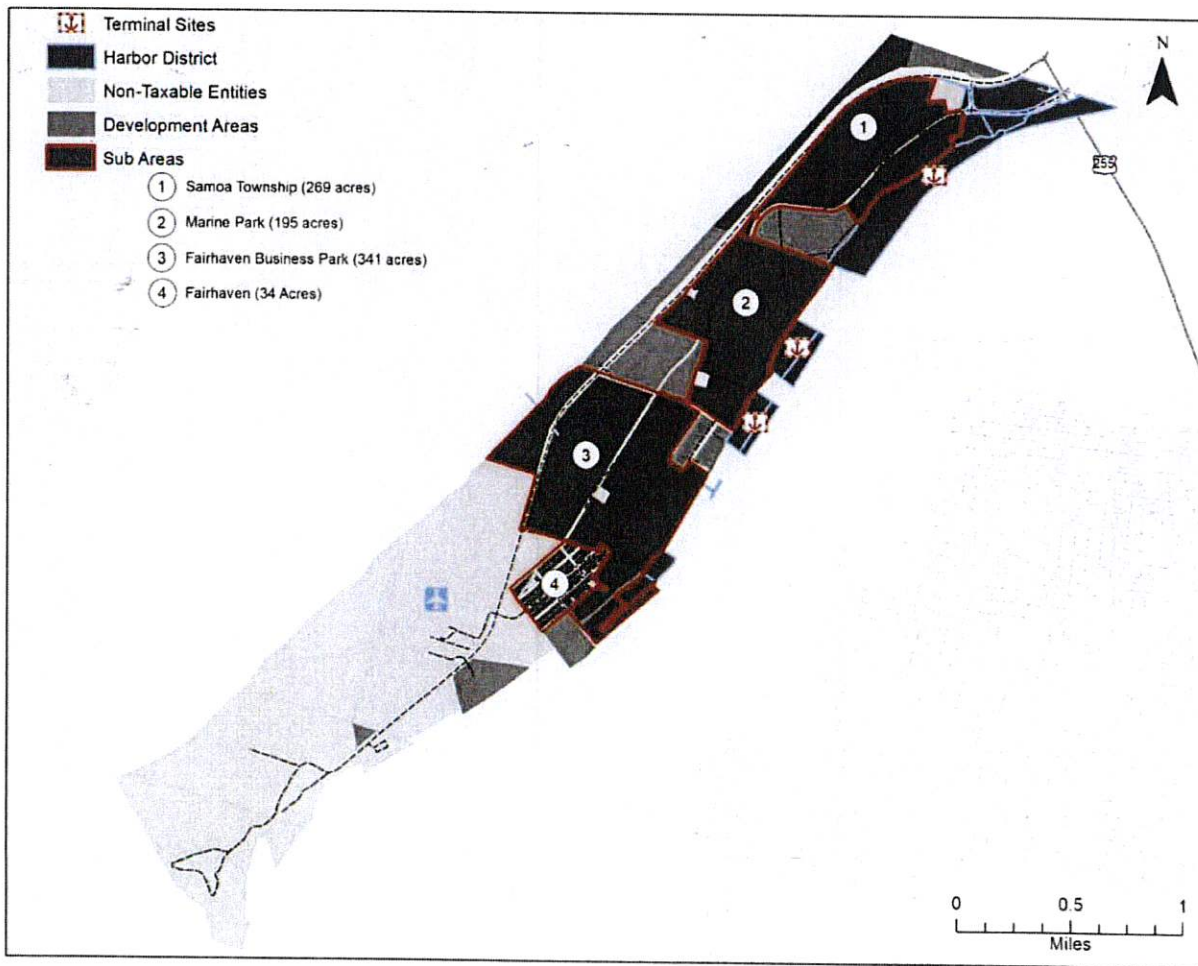
- d. A limit on the total number of dollars of taxes that may be allocated to the district pursuant to the plan. The total number of dollars or taxes that may be allocated to the District shall not exceed \$200,000,000.
 - e. A date on which the district will cease to exist, by which time all tax allocation to the district will end. The date shall not be more than 45 years from the date on which the issuance of bonds is approved pursuant to subdivision (a) of Section 53398.81, or the issuance of a loan is approved by the governing board of a local agency pursuant to Section 53398.87. The District will cease to exist the earlier of: (i) forty five (45) years from the date on which the first issuance of bonds or acquisition of a loan is approved by the PFA, or (ii) June 30, 2072. This IFP assumes that the District will be formed in Fiscal Year 2021-2022 and will begin receiving tax revenues in Fiscal Year 2022-2023.
 - f. An analysis of the costs to the county of providing facilities and services to the area of the district while the area is being developed and after the area is developed. The plan shall also include an analysis of the tax, fee, charge, and other revenues expected to be received by the county as a result of expected development in the area of the district. Appendix D to this IFP includes, as part of the Fiscal Impact Analysis, an analysis of the costs to the County for providing facilities and services to the area of the District. It is estimated that, at Year 10 of the District lifetime, annual costs to the County will be approximately \$3.7 million.
 - g. An analysis of the projected fiscal impact of the district and the associated development upon each affected taxing entity. Appendix D to this IFP includes an analysis of the projected fiscal impact of the District and the associated development upon the County, as the only affected taxing entity that is contributing tax increment revenues to the District at this time. It is estimated that, at Year 10 of the District lifetime, the District will generate an annual net fiscal surplus of approximately \$1.72 million to the County.
- e) If any dwelling units within the territory of the district are proposed to be removed or destroyed in the course of public works construction within the area of the district or private development within the area of the district that is subject to a written agreement with the district or that is financed in whole or in part by the district, a plan providing for replacement of those units and relocation of those persons or families consistent with the requirements of Section 53398.56. The PFA does not anticipate that any housing units will be removed as a result of any project identified in this IFP. However, if any relocation of dwelling units is deemed to be required in the future for a project financed by the District, the PFA will comply with the requirements of Government Code Section 53398.56.
 - f) The goals the district proposes to achieve for each project financed pursuant to Section 53398.52. Section 7 of this IFP summarizes the goals of each project to be financed by the District.



2.0 Description of the Proposed District

The EIFD encompasses approximately 2,243 acres along the Samoa Peninsula Southwest of the 255 bridge which includes a variety of land use designations including residential, Industrial/coastal industrial, commercial, and recreational. There are three communities (Samoa, Fairhaven, & Finntown), 19.84 miles of public roads, 1 public elementary school, a volunteer fire department, no city police, and roughly 450 residents within the district. The Peninsula lies on the deep-water port of Humboldt Bay, California’s second largest natural bay, which has plans for sustainable development in energy, aquaculture, and international communication. The Town of Samoa, the largest community on the peninsula, is in the process of being redeveloped to include more; residential, commercial, industrial, and recreational development. Once dedicated to the timber industry, much of the Peninsula’s industrial park is moving toward more sustainable industries. The Samoa Peninsula is also a popular recreational destination, allowing visitors boat access, motorized beach and dune access, multiple point for pedestrian beach access, and sport fishing.

EXHIBIT A: REFERENCE MAP



Appendix A includes a Survey Map of the proposed District, and Appendix B is a legal description of the



Exhibit A

District.

3.0 Description of the Proposed Facilities and Development

3.1 Anticipate Future Private Development

Anticipated future private development within the EIFD is summarized in Table 1 below, with greater detail provided in Appendix C. Buildout and absorption of these land uses are forecasted in the first 10 years of the District lifetime.

Table 1: Anticipated Future Private Development

Development Type	No. of Units	Net Taxable Value per Unit (2021\$)	Estimated Assessed Value at Buildout (2021\$)
Aquaculture Project	1	350,000,000	350,000,000
Home Rehabilitation	99 units	75,000 per unit	7,425,000
Hostel	30 rooms	50,000 per room	1,500,000
Residential Development	198 units	350,000 per unit	69,300,000
Coastal Industrial	609,840 sq. ft.	33 psf	20,000,000
Mixed Commercial	117,612 sq. ft.	234 psf	27,500,000
Commercial Recreational	63,707 sq. ft.	275 psf	17,500,000
Multipurpose Dock	1	182,000,000	182,000,000
Terminal Improvements	1	25,000,000	25,000,000
Terminal Support Facilities	1	10,000,000	10,000,000
Total			\$724,725,000

Notes:

Net Taxable Value Per Unit is based on estimated total build out value and development timeline and is for illustrative purposes only

Marine Park & Sustainable Aquaculture Farm

(Exhibit A; Sub Area 2)

There are plans and permits being processed to develop a large scale sustainable fish farm on the Samoa Peninsula. The future assessed value of this buildout is estimated at minimum of \$350,000,000.

Town of Samoa

(Exhibit A; Sub Area 1) Development projects within the Samoa Township were acquired via the Samoa Town Master Plan, permit data from the county, and agency correspondence with the project developer Dan Co. Research concluded the development of; 198 new single family homes (requiring the development of 189 new residential lots), the rehabilitation of 99 existing homes, a 30 room hostel, 35 acres of coastal industrial, 9 acres of mixed commercial, and 9.75 acres of commercial recreational.



Exhibit A

Property tax exempt development in the Samoa Town Master Plan also has the potential to increase surrounding land values. Trail and park development, a new wastewater treatment plant, utility lines, and other recreational and public infrastructure projects all enhance the welfare and viability of district residents.

Multipurpose Dock

(Exhibit A; Terminal 1) The planned multipurpose dock, could potentially be utilized by the Offshore Wind Industry for storage, staging, and assembly. According to the Port Infrastructure Assessment Report, the project is estimated to cost anywhere from \$130 -310 million. This assessment estimates \$182,000,000 in total taxable value. \$140 million to build the wharf and an additional \$42 million in yard ground improvements. The Redwood Coast Energy Association is preparing to submit a lease bid to be the first offshore wind energy project on the west coast, which could lead to project development within 5-7 years. development of such a project would benefit the entirety of the Humboldt Bay area via jobs and economic input and will be a large step towards a sustainable future.

Terminal Improvements

(Exhibit A; Harbor District, South Terminals) According to the Harbor District, there are currently plans for large scale improvements at docking sites along the Samoa Peninsula Harbor. These improvements will allow for public cargo storage and shipping, as well as support the tenants and their various aquaculture ventures. According to the Humboldt Bay Harbor District, these improvements are estimated to cost \$25,000,000, as well as the need for \$10,000,000 in support structures.

The Harbor District is also currently pre-permitting 21 acres for subtidal and land-based aquaculture along the peninsula that they are marketing for lease. With multiple leases already in progress, they estimate \$1,500,000 in improvements.

Fairhaven Business Park (Not accounted for)

(Exhibit A; Sub Area 3) The Fairhaven Business park is approximately 340 acres of industrial land and facilities, including two ocean outfall pipes, giving it high potential for development. The land currently has several large tenants, but space for additional developments

Town of Fairhaven (Not accounted for)

(Exhibit A; Sub Area 4) Fairhaven has a population of 177 on approximately 37 acres. New development in Fairhaven is restricted due to the presence of environmentally sensitive habitat and cost of constructing new septic systems that comply with county requirements. According to the Environmental Impact Report for the Samoa Peninsula Wastewater Project, the town of Fairhaven has the potential develop 62 of there 75 vacant residential lots.

Other Potential Development (Not accounted for)

The Samoa Peninsula is also the planned landing site for 4 Transpacific fiber optic lines that will promote high-quality advanced communication services from California directly to Australia, Japan, Singapore, and Taiwan. This massive infrastructure project is likely to bring more jobs, development, and economic activity to the Humboldt Bay area and the Samoa Peninsula.

3.2 Public Facilities to be Financed with Assistance from the Samoa Peninsula EIFD



Exhibit A

Feedback from stakeholder interviews conducted by CCRP highlighted that property owners in the proposed EIFD area are interested in infrastructure development which supports both private and public partnerships. Feedback gleaned from these stakeholder interviews and through discussions with other stakeholders illustrated a demand for infrastructure development which supports, among others:

- Coastal dependent industries and aquaculture projects to aid in the development of existing and growing industries on the Samoa Peninsula. Green energy projects which align with local and state goals for energy resiliency, innovation, and independence, and which align with climate change mitigation strategies, including sea level rise and tsunami mitigation as well as earthquake and fire mitigation.
- Renewable energy opportunities such as solar projects and emerging value-added forest product industries, such as torrefied pellet and mass timber manufacturers, that increase the demand for and market value of small diameter timber and biomass in order to fuel forest thinning, reduce risks to communities from overstocked forests, and combat climate change by sequestering carbon.
- Planning, building, zoning, and permitting activities for ongoing and new development projects.

The EIFD will delegate a portion of its revenue to meet these needs as well as support the Board of Supervisors Strategic Framework of providing for and maintaining infrastructure, and by supporting business, workforce development and creation of private-sector jobs (Outlined in Table 2). Additionally, infrastructure funded with property tax revenues derived from the Samoa Peninsula Enhanced Infrastructure Financing District (EIFD) shall not be improvements of primary or predominant use to, or for direct benefit to, the port or harbor, but rather shall be used for some other primary or predominant use for a public purpose (as identified in Section 7.0) such as sustainability, quality of life, and economic development improvements for the local community and current and future residents on the Peninsula.

Table 2: Potential Development Projects

Development Type	Location	Estimated Timeframe	Minimum Estimated Cost	Description	Example (not limited to)
Energy & Utility Infrastructure	District-wide	Near-term	\$5 – \$10 million	Projects which align with local and state goals for energy resiliency, innovation, and independence, including expanded access to utilities	Green energy opportunities. Infrastructure which helps expand access to utilities. (ie. Water, Electricity, etc.) Facilities for the transfer and disposal of solid waste.
Climate Infrastructure	District-wide & Beyond	Near-term/ Long-term	\$2.5 – \$5 million/ \$10 – \$25 million	Projects and which align with climate change mitigation strategies, including sea level rise and tsunami mitigation as well as earthquake and fire mitigation	Emerging value-added forest product industries, such as torrefied pellet and mass timber manufacturers, that increase the demand for and market value of small diameter timber and biomass in order to fuel forest thinning, reduce risks to communities from overstocked forests, and combat climate change by sequestering carbon
Community Infrastructure	Samoa, Fairhaven, Finntown	Long-term	\$10 – \$25 million	Projects which enhance quality of life for district residents and visitors	Affordable Housing, Libraries, Child Care Facilities, facilities for nonprofit organizations, broadband internet access service
Business Infrastructure	District-wide & Beyond	Near-term	\$2.5 – \$5 million	Projects which enhance coastal dependent industries and aquaculture projects, or which will aid in the development of existing and growing industries on the Samoa Peninsula.	Acquisition, construction, repair of industrial structures for private use. Brownfield restoration and other environmental mitigation. COVID relief for small businesses
Entitlement Activities	District-wide	Near-term	\$2.5 – \$5 million	Projects which support planning, building, zoning, and permitting activities for ongoing and new development projects.	Pre-permitting and coastal development plans, development agreements.



Exhibit A

The District has the ability to form an advisory committee to the PFA, which will evaluate projects based on their ability to meet these goals before bringing them to the PFA for final adoption. This will ensure a continued conversation with the public and the development of infrastructure which support the goals of the community

Additional expenditures by the EIFD will be subject to consideration by the PFA. Eligible expenditures in accordance with Government code sections 53398.52, 53398.56 and 53398.57 include the purchase, construction, expansion, improvement, seismic retrofit, or rehabilitation of any real or other tangible property with an estimated useful life of 15 years or longer. The EIFD may finance planning and design activities that are directly related to the purchase, construction, expansion, or rehabilitation of these projects. Example projects may include, but not be limited to, the following:

- a) Highways, interchanges, ramps and bridges, arterial streets, parking facilities, and transit facilities\
- b) Sewage treatment and water reclamation plants and interceptor pipes
- c) Facilities for the collection and treatment of water for urban uses
- d) Flood control levees and dams, retention basins, and drainage channels
- e) Child care facilities
- f) Libraries
- g) Parks, recreational facilities, and open space
- h) Facilities for the transfer and disposal of solid waste, including transfer stations and vehicles
- i) Brownfield restoration and other environmental mitigation
- j) The acquisition, construction, or rehabilitation of housing for persons of very low, low, and moderate income, as defined in Sections 50105 and 50093 of the Health and Safety Code, for rent or purchase
- k) Projects that enable communities to adapt to the impacts of climate change, including, but not limited to, higher average temperatures, decreased air and water quality, the spread of infectious and vector-borne diseases, other public health impacts, extreme weather events, sea level rise, flooding, heat waves, wildfires, and drought
- l) Acquisition, construction, or repair of industrial structures for private use.
- m) The acquisition, construction, or improvement of broadband Internet access service.
- n) Acquisition, construction, or repair of commercial structures by the small business occupant of such structures, if such acquisition, construction, or repair is for purposes of fostering economic recovery from the COVID-19 pandemic and of ensuring the long-term economic sustainability of small businesses.
- o) Facilities in which nonprofit community organizations provide health, youth, homeless, and social services.

Targeted improvements would conform to established guidelines in existing, adopted planning documentation. The PFA intends to continue to identify, evaluate, and pursue additional funding sources and financing mechanisms aside from District tax increment to implement the improvements identified above, potentially including grant sources (e.g. Infill Infrastructure Grant Program, RAISE grants, Community Development Block Grants (CBDG), HOME Investment Partnerships Program, Economic Adjustment Assistance Program)

Private sector developers will be responsible for funding project-specific / fair-share / in-tract infrastructure. Some public facilities included in the EIFD area are anticipated to be provided by governmental entities without assistance from the District. There are no public facilities anticipated to be provided jointly by the private sector and governmental entities, however it is possible that private sector developers may advance funding for improvements, with anticipation to be partially reimbursed with EIFD proceeds. Such case-specific agreements would come before the PFA for approval at the appropriate time.



Exhibit A

In accordance with Government Code Section 53398.69, the EIFD may expend up to 10 percent of any accrued tax increment in the first two years of the effective date of the EIFD on planning and dissemination of information to the residents within the EIFD boundaries about the IFP and planned activities to be funded by the EIFD, including reimbursement of the County's advanced funding of such eligible costs.

In addition, in accordance with Government Code Section 53398.76, costs incurred by the County of Humboldt in connection with the division of taxes for the EIFD are eligible to be paid by the EIFD. This IFP estimates administrative costs at approximately \$35,000 annually.



4.0 Finding of Communitywide Significance

Implementation of the District promotes economic prosperity, achievement of energy goals, promotion of environmental sustainability, creation of jobs, and enhancement of quality of place and life in Humboldt County.

The District additionally supports the Board of Supervisors Strategic Framework of providing for and maintaining infrastructure, and by supporting business, workforce development and creation of private-sector jobs.

Specific communitywide and regional benefits anticipated to be generated by the District include:

- \$52.8 million in net fiscal impact to County over 50 years (on a present-value basis)
- 198 housing units within the District
- 7,088 direct, indirect, and induced temporary, construction job years over the construction period
- 805 direct, permanent jobs in the County
- 987 additional indirect and induced permanent jobs in the County (total of 1792 direct, indirect, and induced jobs)
- \$989.1 million in economic output from construction in the County
- \$261.1 million in annual ongoing economic output in the County.

5.0 Financing Section

Projections included in this IFP are based on research and analysis of available data at the time of IFP for purposes of planning and illustration. Actual results may differ from those expressed in this document.

Aside from the County, no other taxing entity is contributing property tax increment to the District. It is anticipated that property tax increment will be utilized on both a "pay-as-you-go" basis as well as security for tax increment bond issuance or loan acquisition, including utilization as a reimbursement funding source for eligible improvements advanced by private sector entities.

The analysis and projections herein reflect the County's intention to dedicate incremental property tax revenue allocated to the County in lieu of motor vehicle license fees to the District pursuant to Government Code Section 53398.75(e)(1) in addition and in proportion to the more typical incremental AB8 property tax.

5.1 Maximum Portion of Incremental Tax Revenue Dedicated to the District

The maximum portion of the County's property tax increment to be committed to the District will be 75% throughout the District lifetime.

5.2 Projection of District Tax Revenues by Year

Table 3 provides an overview of the projected growth of assessed value, property tax increment, and County contributions to the District over the District lifetime. It is expected that a total of approximately \$125,000,000 of incremental tax revenues will be allocated to the District by the County

Exhibit A

Table 2: Projection of District Revenues by Year

Fiscal Year	Incremental Assessed Value	Property Tax Increment 1% General Levy	County ABB Contribution				County MVLF Contribution				Total Taxes Allocated to EIFD
			Weighted Average County Share Available	County Increment Available	County Share Allocated	County Increment Allocated	Approx. Equivalent County MVLF Share Available	County MVLF Increment Available	County MVLF Share Allocated	City MVLF Increment Allocated	
2020 / 2021	\$ -	\$ -	17%	\$ -	75%	\$ -	14%	\$ -	75%	\$ -	\$ -
2021 / 2022	7,805,258	78,053	17%	13,422	75%	10,068	14%	11,006	75%	8,254	18,321
2022 / 2023	68,016,621	680,166	17%	116,961	75%	87,721	14%	95,908	75%	71,931	159,652
2023 / 2024	129,432,211	1,294,322	17%	222,571	75%	166,928	14%	182,508	75%	136,881	303,809
2024 / 2025	242,751,113	2,427,511	17%	417,434	75%	313,075	14%	342,296	75%	256,722	569,797
2025 / 2026	406,911,393	4,069,114	17%	699,723	75%	524,792	14%	573,773	75%	430,330	955,122
2026 / 2027	436,354,879	4,363,549	17%	750,354	75%	562,765	14%	615,290	75%	461,468	1,024,233
2027 / 2028	591,887,234	5,918,872	17%	1,017,806	75%	763,355	14%	834,601	75%	625,951	1,389,306
2028 / 2029	625,030,237	6,250,302	17%	1,074,799	75%	806,099	14%	881,335	75%	661,001	1,467,101
2029 / 2030	749,336,099	7,493,361	17%	1,288,555	75%	966,416	14%	1,056,615	75%	792,461	1,758,877
2030 / 2031	784,928,079	7,849,281	17%	1,349,759	75%	1,012,319	14%	1,106,802	75%	830,102	1,842,420
2031 / 2032	801,431,899	8,014,319	17%	1,378,138	75%	1,033,604	14%	1,130,074	75%	847,555	1,881,159
2032 / 2033	818,265,794	8,182,658	17%	1,407,086	75%	1,055,314	14%	1,153,810	75%	865,358	1,920,672
2033 / 2034	835,436,368	8,354,364	17%	1,436,612	75%	1,077,459	14%	1,178,022	75%	883,517	1,960,976
2034 / 2035	852,950,353	8,529,504	17%	1,466,729	75%	1,100,047	14%	1,202,718	75%	902,039	2,002,086
2035 / 2036	870,814,618	8,708,146	17%	1,497,449	75%	1,123,086	14%	1,227,908	75%	920,931	2,044,017
2036 / 2037	889,036,168	8,890,362	17%	1,528,782	75%	1,146,587	14%	1,253,602	75%	940,201	2,086,788
2037 / 2038	907,622,149	9,076,221	17%	1,560,743	75%	1,170,557	14%	1,279,809	75%	959,857	2,130,414
2038 / 2039	926,579,850	9,265,799	17%	1,593,342	75%	1,195,007	14%	1,306,541	75%	979,905	2,174,912
2039 / 2040	945,916,705	9,459,167	17%	1,626,594	75%	1,219,945	14%	1,333,807	75%	1,000,355	2,220,301
2040 / 2041	965,640,297	9,656,403	17%	1,660,510	75%	1,245,383	14%	1,361,619	75%	1,021,214	2,266,597
2041 / 2042	985,758,361	9,857,584	17%	1,695,105	75%	1,271,329	14%	1,389,986	75%	1,042,490	2,313,819
2042 / 2043	1,006,278,786	10,062,788	17%	1,730,392	75%	1,297,794	14%	1,418,922	75%	1,064,191	2,361,985
2043 / 2044	1,027,209,619	10,272,096	17%	1,766,385	75%	1,324,789	14%	1,448,435	75%	1,086,327	2,411,115
2044 / 2045	1,048,559,070	10,485,591	17%	1,803,097	75%	1,352,323	14%	1,478,540	75%	1,108,905	2,461,228
2045 / 2046	1,070,335,509	10,703,355	17%	1,840,544	75%	1,380,408	14%	1,509,246	75%	1,131,934	2,512,342
2046 / 2047	1,092,547,477	10,925,475	17%	1,878,739	75%	1,409,055	14%	1,540,566	75%	1,155,425	2,564,479
2047 / 2048	1,115,203,684	11,152,037	17%	1,917,699	75%	1,438,274	14%	1,572,513	75%	1,179,385	2,617,659
2048 / 2049	1,138,313,016	11,383,130	17%	1,957,438	75%	1,468,078	14%	1,605,099	75%	1,203,824	2,671,902
2049 / 2050	1,161,884,534	11,618,845	17%	1,997,971	75%	1,498,478	14%	1,638,336	75%	1,228,752	2,727,231
2050 / 2051	1,185,927,482	11,859,275	17%	2,039,315	75%	1,529,486	14%	1,672,238	75%	1,254,179	2,783,665
2051 / 2052	1,210,451,290	12,104,513	17%	2,081,486	75%	1,561,115	14%	1,706,819	75%	1,280,114	2,841,229
2052 / 2053	1,235,465,573	12,354,656	17%	2,124,501	75%	1,593,376	14%	1,742,091	75%	1,306,568	2,899,943
2053 / 2054	1,260,980,143	12,609,801	17%	2,168,375	75%	1,626,282	14%	1,778,068	75%	1,333,551	2,959,832
2054 / 2055	1,287,005,003	12,870,050	17%	2,213,128	75%	1,659,846	14%	1,814,765	75%	1,361,073	3,020,919
2055 / 2056	1,313,550,361	13,135,504	17%	2,258,775	75%	1,694,081	14%	1,852,195	75%	1,389,147	3,083,228
2056 / 2057	1,340,626,626	13,406,266	17%	2,305,335	75%	1,729,001	14%	1,890,375	75%	1,417,781	3,146,782
2057 / 2058	1,368,244,417	13,682,444	17%	2,352,827	75%	1,764,620	14%	1,929,318	75%	1,446,988	3,211,608
2058 / 2059	1,396,414,563	13,964,146	17%	2,401,268	75%	1,800,951	14%	1,969,040	75%	1,476,780	3,277,731
2059 / 2060	1,425,148,112	14,251,481	17%	2,450,678	75%	1,838,008	14%	2,009,556	75%	1,507,167	3,345,175
2060 / 2062	1,454,456,332	14,544,563	17%	2,501,076	75%	1,875,807	14%	2,050,882	75%	1,538,162	3,413,969
2061 / 2062	1,484,350,716	14,843,507	17%	2,552,482	75%	1,914,362	14%	2,093,036	75%	1,569,777	3,484,138
2062 / 2063	1,514,842,988	15,148,430	17%	2,604,917	75%	1,953,688	14%	2,136,032	75%	1,602,024	3,555,711
2063 / 2064	1,545,945,106	15,459,451	17%	2,658,400	75%	1,993,800	14%	2,179,888	75%	1,634,916	3,628,716
2064 / 2065	1,577,669,266	15,776,693	17%	2,712,952	75%	2,034,714	14%	2,224,621	75%	1,668,466	3,703,180
2065 / 2066	1,610,027,909	16,100,279	17%	2,768,596	75%	2,076,447	14%	2,270,249	75%	1,702,687	3,779,134
2066 / 2067	1,643,033,725	16,430,337	17%	2,825,353	75%	2,119,015	14%	2,316,789	75%	1,737,592	3,856,807
2067 / 2068	1,676,699,657	16,766,997	17%	2,883,245	75%	2,162,434	14%	2,364,261	75%	1,773,195	3,935,629
2068 / 2069	1,711,038,908	17,110,389	17%	2,942,294	75%	2,206,721	14%	2,412,681	75%	1,809,511	4,016,232
2069 / 2070	1,746,064,944	17,460,649	17%	3,002,525	75%	2,251,894	14%	2,462,070	75%	1,846,553	4,098,446
2070 / 2071	1,781,791,501	17,817,915	17%	3,063,960	75%	2,297,970	14%	2,512,447	75%	1,884,335	4,182,306
Total		\$ 532,719,720		\$ 91,606,227		\$ 68,704,671		\$ 75,117,106		\$ 66,337,830	\$ 125,042,500
Present Value	3%	\$ 227,991,883		\$ 39,206,375		\$ 29,404,031		\$ 32,148,407		\$ 24,111,305	\$ 53,515,336

These projections are based on research and analysis of available data at the time of IFP preparation for purposes of illustration. Actual results may differ from those expressed in this document. Appendix C provides additional detail for the projected revenue analysis.



5.3 Plan for Financing Public Facilities

The PFA may utilize numerous funding sources and financing mechanisms to implement the improvements identified in Section 3.2, potentially including District tax increment, grant sources (e.g. Infill Infrastructure Grant Program, RAISE grants, Community Development Block Grants (CBDG), HOME Investment Partnerships Program, Economic Adjustment Assistance Program), complementary district formation (e.g. Community Facilities District, Property-Based Improvement District), impact fees, private sector investment incentivized by the formation of the EIFD itself and its federal Opportunity Zone designation, and/or other sources.

As it pertains to the use of District tax increment, the PFA may incur debt when it is financially prudent to do so. It is estimated at this time that approximately \$53.5 million (in present value dollars) of EIFD funding will be contributed to public improvements from a combination of tax increment bond or loan proceeds (multiple issuances may be necessary) and; pay-as-you-go tax increment funding, including utilization as a reimbursement funding source for eligible improvements advanced by private sector entities over the District lifetime.

5.4 Limit on Total Dollars Allocated to the District

The total number of dollars or taxes that may be allocated to the District shall not exceed \$200,000,000 over the District lifetime.

5.5 District Termination Date

The District will cease to exist the earlier of: (i) forty five (45) years from the date on which the first issuance of bonds or acquisition of a loan is approved by the PFA, or (ii) June 30, 2071. This IFP assumes that the District will be formed in Fiscal Year 2021-2022 and will begin receiving tax revenues in Fiscal Year 2022-2023

5.6 Analysis of Costs to Provide Facilities and Services

Appendix D to this IFP includes, as part of the Fiscal Impact Analysis, an analysis of the costs to the County for providing facilities and services to the area of the District. It is estimated that, at Year 10 of the District lifetime, annual costs to the County will be approximately \$3.7 million to service the area of the District.

5.7 Fiscal Impact Analysis



Exhibit A

Appendix D to this IFP includes an analysis of the projected fiscal impact of the District and the associated development upon the County, as the only affected taxing entity that is contributing tax increment revenues to the District. Table 4 presents an overview of fiscal impacts to the County.

Table 3: Overview of Fiscal Impacts to County

County of Humboldt	Annual (Stabilized Year 10)	Year 0-50 (Nominal Total)	Year 0-50 (Present Value @ 3%)
Estimated Fiscal Revenues	\$ 5,424,033	\$ 436,898,798	\$ 176,600,407
Estimated Fiscal Expenditures	\$ 3,700,966	\$ 308,666,066	\$ 123,767,806
Estimated Net Fiscal Impact to County	\$ 1,723,067	\$ 128,232,732	\$ 58,832,601

It is estimated that, at Year 10 of the District lifetime, the District area will generate an annual net fiscal surplus of approximately \$1.72 million to the County. Over 50 years, District activity will generate a positive net fiscal impact of approximately \$52.83 million for the County on a present-value basis. This is in addition to the Community economic benefits outlined in Section 4 of this IFP (e.g. housing, jobs, mobility and connectivity, quality of life, environmental sustainability).



6.0 Removal of Dwelling Units and Replacement Housing Plan

The PFA does not anticipate that any housing units will be removed as a result of any project identified in this IFP. However, if any relocation of dwelling units is deemed to be required in the future for a project financed by the District, the PFA will comply with the requirements of Government Code Section 53398.56.



7.0 Goals of The District

The goals of the District's implementation of the public facilities outlined in Section 3.2 are to support the County's General Plan and Community Wide goals which aim to preserve and enhance the diverse character of Humboldt while fostering growth which aligns with needs and wants of the public. This would include providing the infrastructure foundation for the development of affordable housing in the community, energy efficient utility services, living-wage job opportunities, and industries which both support our agriculture and timber industry while preserving our natural resources. In order to ensure that the needs of the public are met, the District will support and encourage public participation throughout the formation process and beyond. The District also plans on forming an advisory committee to the PFA, which will evaluate projects based on their ability to meet these goals before bringing them to the PFA for final adoption. This will ensure a continued conversation with the public and the development of infrastructure which support the goals of the community.

Additional objectives include economic development in the form of fiscal revenue generation for the County and other taxing entities, job creation, improvement of quality of life, and promotion of environmental sustainability. The District will be utilized to contribute approximately \$53.5 million (in present value dollars) to address infrastructure funding needs that are critical to catalyze private sector investment and development



Exhibit B



**The Samoa Peninsula
Enhanced Infrastructure Financing District
Public Financing Authority**



Bylaws

A resolution adopting an intention to establish the Samoa Peninsula Enhanced Infrastructure Financing District (District) was adopted pursuant to California Government Code Chapter 2.99 by The Humboldt County Board of Supervisors on June 29th, 2021 (Resolution 21-68).

ARTICLE I — NAME AND PURPOSE

Section 1 – Name:

- i. The name of the governing body for the District shall be the Samoa Peninsula Infrastructure Financing District Public Financing Authority (Authority). The District is a legally constituted local governmental entity separate and distinct from the County of Humboldt (County), subject to the Ralph M. Brown Act (open meeting laws), as well as the California Public Records Act and Political Reform Act of 1974. The District was established for the sole purpose of financing public facilities or other projects as authorized by the California Government Code.

Section 2 – Purpose:

- i. The District is organized exclusively for implementing the Samoa Peninsula Enhanced Infrastructure Financing Plan (Plan) prepared and adopted pursuant to Sections 53398.59 – 53398.74 of the California Government Code.

ARTICLE II – Membership

Section 1 – Membership:

- i. The Authority shall consist of a Board of Directors (collectively, the "Authority Board" or individually, "Directors") comprised of three members of the County of Humboldt ("County") Board of Supervisors and two members of the public appointed by the County Board of Supervisors.

Section 2 – Terms:

- i. All appointed public members of the Authority Board may serve for two-years but are eligible for reappointment for up to six consecutive terms.
- ii. County Supervisors appointed to the Authority Board shall serve for the length of their term as a County Board of Supervisor or by resignation or termination from the Authority Board.

Section 3 — Authority Board Role and Compensation:

Exhibit B

- i. The Authority Board is responsible for overall policy and direction of the District and delegates responsibility of day-to-day operations to staff. Directors shall receive no compensation for their service on the Authority Board but may receive reimbursement for actual and necessary expenses incurred in the performance of their official duties pursuant to Section 53398.51.1(c) of the Government Code.

Section 4 — Vacancies:

- i. When a vacancy on the Authority Board exists, the Chair of the Authority Board shall notify the Chair of the County Board of Supervisors and request that a replacement be approved by the Board of Supervisors to fill the vacancy.
- ii. Vacancies shall be made public via the Samoa Peninsula Enhanced Infrastructure Financing District Website.
- iii. Vacant seats must be filled within ninety (90) days

Section 5 — Resignation and Termination:

- i. Resignation from the Authority Board must be in writing and received by the Chair and Executive Director.
- ii. Termination requires a three-fourth vote and may result from:
 - a. A Director is not reappointed after completion of term.
 - b. A Director's violation of the Authority's Conflict of Interest Code or laws or failure to complete or declare applicable financial disclosures per Form 700.
 - c. When a Director ceases to be representative of the constituency for which appointment was made.
 - d. For a Director's failure to meet attendance requirements

Section 6 – Attendance:

- i. Directors shall attend all meetings of the Authority. An excused absence shall be recorded in the minutes when a member or designee notifies the Chair and/or the Executive Director of the intended absence by 5 p.m. of the day before the scheduled Board Authority meeting indicating good and sufficient reason for the absence, except that if the absence is due to illness occurring during the 24 hour period, the absence shall be deemed excused if the Chair and/or the Executive Director is notified of the illness prior to the roll call for the meeting. Directors must not miss more than three (3) consecutive committee and full meetings of the Board Authority unless the absences are excused or more than five (5) consecutive committee and full meetings even if some or all of those absences are

Exhibit B

excused, except that the Authority Board may grant the Director a leave of absence upon prior request.

Section 7 – Provisions:

- i. Each Director shall have equal voting privileges, with each seat representing one vote.
- ii. Proxy votes by representatives or members are not allowed
- iii. No member shall vote on any matter which:
 - a. Poses the appearance of a conflict of interest to that member or their business or organization.
 - b. Would financially benefit such member or their business or organization.

ARTICLE III - MEETINGS

Section 1 — Meetings and notice:

- i. The Authority Board shall meet at least annually, at an agreed upon time and place, before June 30th of each year to adopt an annual report.
- i. Once the District begins to generate a considerable amount of revenue, the Authority Board will meet Quarterly, at an agreed upon time and place, for the purpose of:
 - a. Quarter 1: Approving a notice of funding available
 - b. Quarter 2: Reviewing potential projects to be funded
 - c. Quarter 3: Approving projects to be funded
 - d. Quarter 4: Adopting an annual report
- ii. Regular meetings will be scheduled and announced at the beginning of each fiscal year. Special meetings may be called at the discretion of the Chair, as needed.

Section 2 — Quorum:

- i. A majority of the total membership of the Authority Board constitutes a quorum for the transaction of business. No act of the Authority Board shall be valid or binding unless a majority of all the Directors are present. The abstention or recusal of a Director who is nonetheless present for discussion and voting on an item shall not affect the presence of a quorum.

Section 4 — Open Meetings:

- i. All Authority meetings are open to the public and subject to the Ralph M. Brown Act,

Exhibit B

Government Code, §§-54950, et seq. The Authority carries out its functions in accordance with the Brown Act and procedures as established by the County of Humboldt Board of Supervisors. In the absence of such procedures, the Authority establishes its own procedures consistent with State and local law and the current edition of Robert's Rules of Order. If necessary, the Authority Board will obtain input and advice from appropriate County staff about procedures for carrying out its duties. Each Director will comply, at all times, with all laws and procedures governing the open meeting requirement.

ARTICLE IV - OFFICERS

Section 1 — Officers and Duties:

- i. There shall be two Officers of the Authority Board, consisting of a Chair and Vice-Chair. Their duties are as follows:
 - a. The Chair shall convene regularly scheduled Authority Board meetings, shall preside or arrange for other Directors to preside at each Authority Board meeting in the following order: Vice-Chair, Executive Director.
 - b. The Vice-Chair shall assume all duties of the Chair in the temporary absence of the Chair

Section 2 — Terms:

All Officers shall serve two-year terms but are eligible for reappointment for up to six consecutive terms.

Section 3 — Board Officer Elections:

During the last meeting of the fiscal year, the Authority Board shall elect Officers to replace those whose terms will expire at the end of the fiscal year. This election shall take place during a regular meeting of the Authority Board, called in accordance with the provisions of these bylaws.

Section 4 — Election procedures:

Officers shall be elected by a majority of Directors present at a meeting of the Authority Board, provided there is a quorum present. Officers so elected shall begin serving a term beginning on the first day of the next fiscal year.

Section 5 — Vacancies:

- i. When a vacancy in an Officer position occurs, the Chair of the Authority Board shall call an election to fill the vacancy at the next meeting of the Authority Board, provided there is a quorum present. An Officer so elected shall serve for the remainder of the term of the Officer who vacated the position.
- ii. The Vice-Chair shall preside in the absence or vacancy of the Chair, and perform such

duties as delegated by the Chair.

Section 6 – Endorsements:

- i. Subject to the provisions of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance or other instrument in writing and any assignment or endorsement thereof approved by the Authority Board to be executed or entered into between the Authority Board and any other person, when signed by an Officer, shall be valid and binding on the Authority Board in the absence of actual knowledge on the part of the other person that the signing officers had no authority to execute the same. Any such instruments may be signed by any other person or persons and in such manner as from time to time shall be determined by resolution of the Authority Board, and, unless so authorized by the Authority Board, no officer, agent or employee shall have any power or authority to bind the Authority Board or the District by any contract or engagement or to pledge its credit or to render it liable for any purpose or amount.

ARTICLE V — COMMITTEES

Section 1 — Committee formation:

- i. The Authority Board may create committees as needed to carry out the purposes of the Authority.

Section 2 — Committee Duties:

- i. Committees may not act on behalf of the Authority Board, but rather must submit any findings or recommendations in writing to the Authority Board. Upon submission, the conclusions of a committee may be considered for action by the Authority Board. To the extent possible, the Authority Board shall designate avenues for public participation in committee meetings.

ARTICLE VI — DIRECTOR AND STAFF

Section 1 — Executive Director:

- i. The Director of the Humboldt County Economic Development Division shall serve as the Executive Director of the Authority.

Section 2 — Executive Director Responsibilities:

- i. Under the direction of the Authority Board, the Executive Director has day-to-day responsibilities for the organization, including carrying out the organization's goals and policies. The Executive Director, and or their designee, will attend all Board meetings, report on the progress of the organization, answer questions of the Directors and carry out the duties described in the job description. The Authority Board can designate other duties

Exhibit B

as necessary.

ARTICLE VII — AMENDMENTS

Section 1 — Amendments:

- i. These Bylaws may be amended, repealed or modified by the affirmative vote of a majority of the Authority Board at a regularly scheduled meeting, or in the case of urgent changes, at a special meeting, with the proposed changes being provided to all Directors of the Authority Board at least two weeks in advance of the meeting, whether regular or special.

RESOLUTION NO. 21-68

A RESOLUTION OF INTENTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF HUMBOLDT TO ESTABLISH THE SAMOA PENINSULA ENHANCED INFRASTRUCTURE FINANCING DISTRICT; ESTABLISH A PUBLIC FINANCING AUTHORITY; AND AUTHORIZE CERTAIN OTHER ACTIONS RELATED THERETO

WHEREAS, pursuant to Chapter 2.99 of Part 1 of Division 2 of Title 5 of the California Government Code (commencing with Section 53398.50) (the EIFD Law), the Board of Supervisors (the Board) of the County of Humboldt (the County) is authorized to initiate the process to establish an Enhanced Infrastructure Financing District (the EIFD); and

WHEREAS, the Board proposes the establishment of an EIFD to finance certain public facilities allowed pursuant to the EIFD law, including but not limited to the activities listed in Section 53398.52; and

WHEREAS, pursuant to the EIFD Law, the Board is required to establish the "Samoa Peninsula EIFD Public Finance Authority" (the PFA) to act as the governing board of the proposed Samoa Peninsula EIFD at the same time that the Board adopts its intention to form the proposed Samoa Peninsula EIFD for the implementation of an Infrastructure Financing Plan (IFP); and

WHEREAS, pursuant to Section 53398.59, the Board now desires to commence the proceedings to establish the Samoa Peninsula EIFD by adopting this Resolution.

NOW, THEREFORE, THE HUMBOLDT COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES AS FOLLOWS:

1. **Recitals.** The Board finds and determines that all the foregoing recitals are true and correct and incorporated herein.
2. **Intention and Proposal to Establish Enhanced Infrastructure Financing District.** The Board proposes and intends to cause the establishment of a Samoa Peninsula EIFD under the provisions of EIFD Law.
3. **Name of Enhanced Infrastructure Financing District.** The name proposed for the enhanced infrastructure financing district is the "Samoa Peninsula Infrastructure Financing District".
4. **Description of Boundaries.** The proposed boundaries of the Samoa Peninsula EIFD are as shown on the map on Exhibit A, which boundaries are hereby preliminarily approved and to which map reference is hereby made for further particulars.
5. **Description of Facilities.** The types of public facilities proposed to be financed by the Samoa Peninsula EIFD and pursuant to the EIFD Law are those listed as facilities on Exhibit B, attached hereto and incorporated herein (the Facilities).
6. **Necessity of EIFD and Goal.** The Board hereby finds that the Samoa Peninsula EIFD is necessary to support the provisions of needed public infrastructure and promote economic

development within the Samoa Peninsula EIFD and the County. The Board's goal for the Samoa Peninsula EIFD is to create the means by which to assist in the provision of public facilities of communitywide significance that provide significant benefits and promote economic development within the boundaries of the Samoa Peninsula EIFD and the surrounding community and for those facilities located outside the Samoa Peninsula EIFD boundaries which also have a tangible connection to the Samoa Peninsula EIFD.

7. **Use of Incremental Tax Revenues.** The Board hereby declares that, pursuant to the EIFD Law, and if approved by resolution pursuant to Government Code Section 53398.68, incremental property tax revenue from the County of Humboldt and other interested taxing entities may finance the Facilities. The incremental property tax financing will be described in an IFP to be prepared for the PFA under the EIFD Law.
8. **Establishment of Public Financing Authority.** The Board hereby establishes the "Samoa Peninsula EIFD Public Financing Authority" to serve as the governing board of the Samoa Peninsula EIFD. The PFA membership shall be comprised initially by three members of the Board, and two members of the public to be appointed by the Board. Members of the Board and members of the public composing the PFA shall be determined and approved at a later Board meeting by a majority vote of the Board. Members shall serve at the pleasure of the Board and shall serve until their successor assumes office.

The Board further declares that, pursuant to Section 53398.51.1, should a second taxing entity agree to participate in the Samoa Peninsula EIFD, then the PFA membership shall comprised of two members of the County Board, one member of the governing body of the second taxing entity, a public member selected by the Board, and a member of the public selected by the second participating taxing entity. Members shall serve at the pleasure of their respective appointing legislative bodies and shall serve until their successor assumes office. The members are subject to compliance with the EIFD Law and Government Code Section 54974.

The PFA is authorized and directed to adopt such bylaws, rules, regulations, and procedures as the PFA deems necessary or desirable for performance of its functions, all in accordance with EIFD Law. The PFA shall provide all required notices and information, and conduct the public hearing (as set and identified below in Section 9 of this Resolution) regarding the proposed EIFD, all in accordance with the EIFD Law, and perform all other duties of the PFA under the EIFD Law, as necessary or desirable from time to time.

9. **Public Hearing.** The Board hereby establishes October 14, 2021, at the hour of 3:00 PM, or as soon as possible thereafter as the matter may be heard, at the Board Chambers, 825 Fifth Street, Eureka, California, as the time and place, when and where the PFA will conduct an initial public hearing on the proposed establishment of the Samoa Peninsula EIFD
10. **Mailing and Publication of Notice.** Pursuant to Sections 53398.60 and 53398.61, the Clerk of the Board is hereby directed to mail a copy of this Resolution to the PFA, each

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA
Certified Copy of Portion of Proceedings for the Meeting of June 29, 2021

SECTION 8.4 PAGE NO. 30

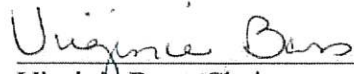
owner of land (as defined in the EIFD Law), and each affected taxing entity, or, alternatively with respect to the owners of land, a single-page Notice of Intention as identified in Section 53398.60(b).

11. **Preparation of Infrastructure Financing Plan.** The Board hereby requests the PFA to designate and direct County staff to prepare the IFP in accordance with Sections 53398.62 and 53398.63 of the EIFD Law.
12. **Current EIFD Law.** It is the intent of the Board that the formation of the Samoa Peninsula EIFD shall proceed under the now existing and current EIFD Law as effective on the date of this Resolution.
13. **Formation of Samoa Peninsula EIFD.** This Resolution in no way obligates the PFA to form the Samoa Peninsula EIFD. The formation of the Samoa Peninsula EIFD is subject to the approval of the PFA by resolution and an ordinance, following the public hearing referred to in Section 9 above, and three additional public hearings held at least thirty days apart as set forth in Section 53398.66.
14. **Severability.** If any section, subsection, phrase or clause of this Resolution is for any reason found to be invalid, such section, subsection, phrase or clause shall be severed from, and shall not affect the validity of, all remaining portions of this Resolution that can be given effect without the severed portion.
15. **General Authorization.** The Clerk of the Board and all other officers and agents of the County are hereby authorized and directed to take all actions necessary or advisable to give effect to the transactions contemplated by this Resolution.
16. **Effective Date.** This resolution shall be effectively immediately upon its adoption.

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA
Certified Copy of Portion of Proceedings for the Meeting of June 29, 2021

SECTION 8.4 PAGE NO. 37

Dated: June 29, 2021



Virginia Bass, Chair
Humboldt County Board of Supervisors


Adopted on motion by Supervisor Wilson, seconded by Supervisor Bass, and the following vote:

AYES: Supervisors Bohn, Bass, Madrone, Bushnell, Wilson
NAYS: Supervisors --
ABSENT: Supervisors --
ABSTAIN: Supervisors --

STATE OF CALIFORNIA)
County of Humboldt)

I, KATHY HAYES, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be an original made in the above-entitled matter by said Board of Supervisors at a meeting held in Eureka, California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.



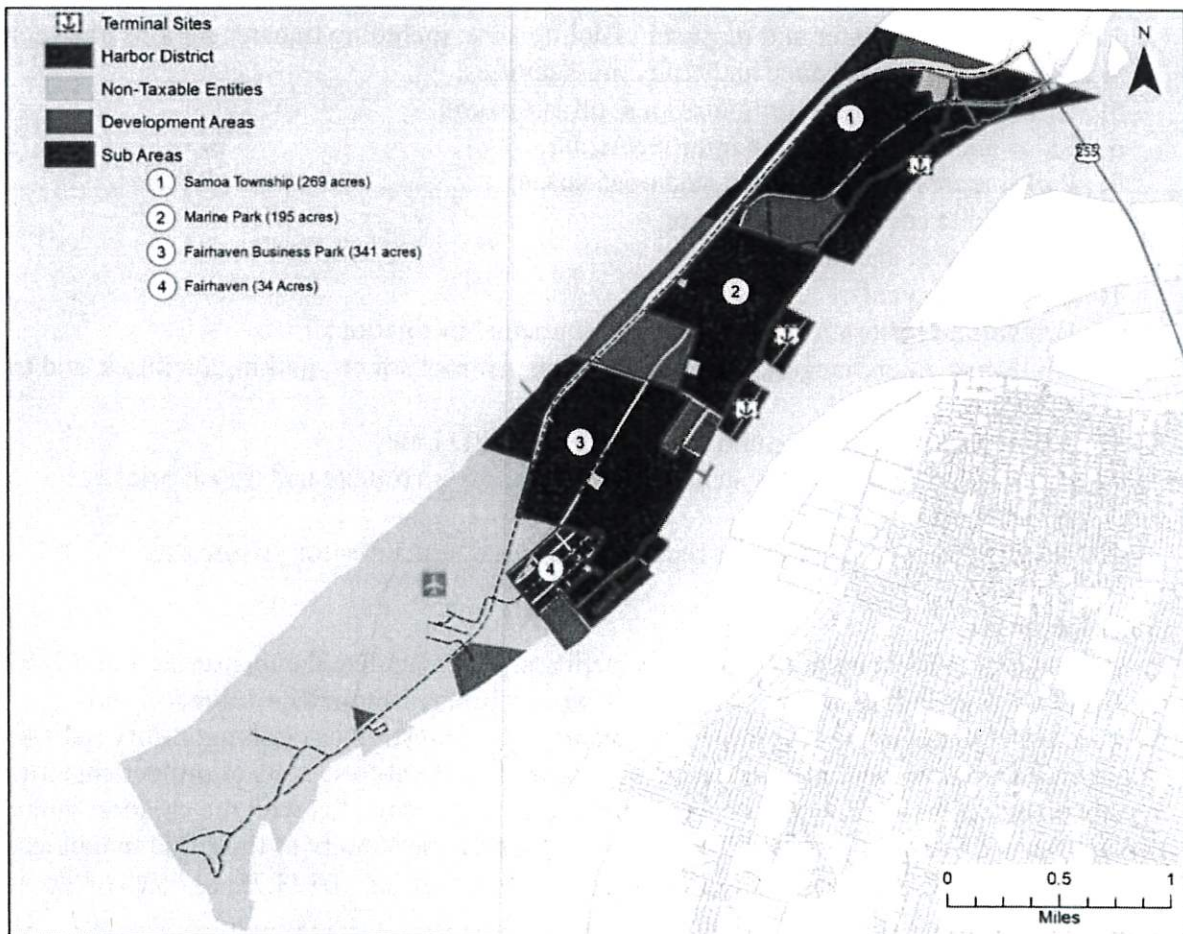
Ryan Sharp
Deputy Clerk of the Board of Supervisors
of the County of Humboldt, State of California

Attachments:
Exhibit A - Enhanced Infrastructure Financing
District Proposed Boundaries of Samoa Peninsula
EIFD
Exhibit B - Enhanced Infrastructure Financing
District List of Authorized Public Facilities

EXHIBIT A

Samoa Peninsula Enhanced Infrastructure Financing District
 Proposed Boundaries of Samoa Peninsula EIFD

Development Sub Area	Acres	FY 2018/19 Assessed Value (\$)	Projected Development (\$)
(1) Samoa Township	269	9,890,951	90,570,000
(2) National Marine Research and Innovation Park	195	15,017,971	568,500,000
(3) Fairhaven Business Park	341	1,825,518	8,000,000
(4) Fairhaven	34	7,037,638	7,750,000
Public Lands, Schools, other non-taxable entities	1,119	0	0
Remaining Parcels	503	11,376,685	5,000,000
TOTAL	2,461	45,148,763	679,820,000



BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA
Certified Copy of Portion of Proceedings for the Meeting of June 29, 2021

EXHIBIT B

**Samoa Peninsula
Enhanced Infrastructure Financing District
List of Authorized Public Facilities**

The Samoa Peninsula EIFD will finance the purchase, construction, expansion, improvement, seismic retrofit, or rehabilitation of any real or other tangible property with an estimated useful life of 15 years or longer and are projects of communitywide significance that provide significant benefits to the District or the surrounding community. The Samoa Peninsula EIFD may also finance the ongoing or capitalized costs to maintain public capital facilities financed in whole or in part by the Samoa Peninsula EIFD. Any facilities located outside the boundaries of the Samoa Peninsula EIFD shall also have a tangible connection to the work of the Samoa Peninsula EIFD as detailed in the infrastructure financing plan. The Samoa Peninsula EIFD will also finance planning and design activities that are directly related to the purchase, construction, expansion, or rehabilitation of these projects. The Samoa Peninsula EIFD may finance costs described in Government code sections 53398.52. Projects financed by the Samoa Peninsula EIFD may include, but are not limited to, all of the following:

1. Sewage treatment and water reclamation plants and interceptor pipes;
2. Facilities for collection and treatment of water for urban uses;
3. Facilities for transfer and disposal of solid waste, including transfer stations and vehicles;
4. Storm water conveyance and collection facilities;
5. Broadband and telecommunications infrastructure;
6. Sidewalks and streetscape improvements;
7. Parks, recreational facilities, and open space;
8. Renewable energy infrastructure;
9. Bicycle lanes and paths;
10. Corporation yards;
11. Brownfield restoration and other environmental mitigation;
12. Highways, interchanges, ramps and bridges, arterial streets, parking facilities, and transit facilities;
13. Affordable housing as authorized under the EIFD Law;
14. Projects that implement a sustainable community's strategy and transit priority projects; and
15. Acquisition, construction, or repair of industrial structures for private use.

Other Expenses

In addition to the direct costs of the above facilities, other incidental expenses as authorized by the EIFD Law, including, but not limited to, the cost of environmental evaluation and environmental remediation; engineering and surveying; construction staking; utility relocation and demolition costs incidental to the construction of the facilities; costs of project/construction management; costs (including the costs of legal services) associated with the creation of the EIFD; issuance of bonds or other debt; costs incurred by the County or the EIFD in connection with the division of taxes pursuant to Government Code section 53398.75; or costs otherwise incurred in order to carry out the authorized purposes of the EIFD; reimbursements to other

areas for facilities serving the EIFD; and any other expenses incidental to the formation and implementation of the EIFD and to the construction, completion, inspection and acquisition of the authorized facilities.



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

828 SEVENTH STREET, PO BOX 95 • EUREKA, CALIFORNIA 95502-0095

OFFICE 707-443-5018 ESSEX 707-822-2918

FAX 707-443-5731 707-822-8245

EMAIL OFFICE@HBMWD.COM

Website: www.hbmwd.com

BOARD OF DIRECTORS

SHERI WOO, PRESIDENT

NEAL LATT, VICE-PRESIDENT

J. BRUCE RUPP, SECRETARY-TREASURER

MICHELLE FULLER, DIRECTOR

DAVID LINDBERG, DIRECTOR

GENERAL MANAGER

JOHN FRIEDENBACH

May 12, 2022

Humboldt County Board of Supervisors
815 5th Street
Eureka, CA 95501

Re: Humboldt County Auditor Controller

Dear Supervisors,

As you know, Humboldt Bay Municipal Water District (HBMWD, the District) is responsible for providing drinking water to over 90,000 Humboldt County residents as well as delivering industrial or "raw" water to the Samoa Peninsula for industrial uses. The District has always, and will always, been a staunch protector of not only water *quality* for the residents of Humboldt County, but also water *quantity* for the citizens that we serve.

The District continually focuses on its obligations to the residents of Humboldt County and trusts all other local government agencies to similarly focus on their individual obligations to the residents of Humboldt County. However, the current situation in the Auditor-Controller's office has become inexcusable. Based on the repetitive and on-going Humboldt County staff reports, letters from County Departments, and letters from other government agencies, and recent lawsuit against the Auditor-Controller, it is understood the Supervisors are well versed in the current deficiencies of the Auditor-Controller, Karen Paz-Dominguez. The Directors of HBMWD will not belabor the issue by restating the facts, but will include "Attachment C" from your April 26, 2022 agenda item G-2 which appropriately lists current known deficiencies.

For years HBMWD Directors have been apprised (often on a monthly basis) that District staff is unable to balance or reconcile District funds being held by the County. Based on this, the District moved the bulk of its investment funds out of County accounts several years ago. The two District accounts still held at the County are specific for debt service payments and for the deposit of 1% Property Tax funds. It is the status of the latter account's lack of reconciliation for the past two years that the Directors of HBMWD find the most alarming. Most recently the District received information showing the Property Tax account had in fact been charged for the administrative fees (both County Admin fees and LAFCO fees), but still did not have an beginning or ending balance nor interest apportionment nor allocation of property taxes. (I.E. zero balances) How can withdrawals be charged to an account with no verified balance?

The 1% Property Tax funds HBMWD receives are credited directly back to our Municipal wholesale water customers which we serve (the Cities of Arcata, Blue Lake, and Eureka; and the Fieldbrook-Glendale, Humboldt, Manilla, and McKinleyville Community Services Districts). These funds amount to nearly \$1,000,000 on an annual basis. If these funds are not available to be credited back to these agencies, HBMWD will have an unplanned budget shortfall, and would in fact be forced to *charge* these

Glendale, Humboldt, Manilla, and McKinleyville Community Services Districts). These funds amount to nearly \$1,000,000 on an annual basis. If these funds are not available to be credited back to these agencies, HBMWD will have an unplanned budget shortfall, and would in fact be forced to *charge* these municipalities for the missing funds in order to balance the HBMWD budget. It can be assumed that these additional charges from the District would further impact the budget of these seven agencies as well. This possibility is intolerable and unacceptable to the Directors of HBMWD.

The Board of Directors of Humboldt Bay Municipal Water District acknowledges the efforts the County Supervisors have made thus far attempting to resolve the on-going issues with the Auditor-Controller, but situation cannot continue. Local government agencies cannot continue to be impacted by the lack of corrective action from the Auditor-Controller.

Respectfully,

Sheri Woo,
President

DRAFT

ATTACHMENT C**AUDITOR CONTROLLER DEFICIENCIES FACT SHEET**

Karen Paz Dominguez's tenure as Auditor-Controller has been marred with deficiencies in the following ways (*all of which remain deficient*):

- Interest apportionment has not taken place for the entirety of Fiscal Year (FY) 2020-21 or 2021-22;
- Cash has not been reconciled since before FY 2018-19 (currently Macias, Gini & O'Connell [MGO] is bringing this work up to date);
- As reported by Fortuna Union High School, statutory deadlines for reporting property taxes are not being met;
 - On Nov. 10, 2021, the Board of Supervisors was notified that the Fortuna Union High School District passed a vote of non-confidence in the county Auditor-Controller, Karen Paz Dominguez
- FY 2019-20 single audit is two months past due, following a six-month extension. This has significant impacts on Workforce Innovation and Opportunity Act (WIOA) funding, the Department of Child Support Services, California Development Block Grant (CDBG) funds, Roads funding, First 5 and has made the county ineligible for United States Department of Agriculture (USDA) grants and potentially other competitive state and federal programs;
 - The Workforce Development Board passed a Vote of No Confidence in the county Auditor-Controller, Karen Paz Dominguez at their Nov. 19, 2021 Board meeting.
 - First 5's legal counsel has contacted the county regarding the county's failure to comply with the Memorandum of Understanding between the county and First 5, specific to fiscal services through the county Auditor-Controller
 - (*As of April 8, 2022, the Single Audit is six months past the six-month extension and the target issuance date of March 31, 2022 has passed without a progress report*)
- The FY 2020-21 cost plan was due Dec. 2019; it was not approved by the State Controller until June 2021 and still remains unposted;
- The FY 2021-22 cost plan was due Dec. 2020 and is still not completed;
 - Due to delays, the FY 2021-22 budget was developed using FY 2019-20 costs as an estimate, it is likely there will be large deviations and thereby creating significant budgetary impacts
- The Auditor-Controller failed to respond to correspondence from the IRS regarding payroll tax discrepancies, causing \$173,022 in penalties, assessments, and liens;

- The Financial Transactions Report is due to the State Controller's Office by the end of January, following the close of the fiscal year. The Financial Transactions report has not been submitted for FY 2019-20 and the county can be penalized up to \$5,000 for the failure to meet this statutory deadline;
 - *(As of April 8, 2022, after receiving a Final Demand letter from the California State Attorney General, the Auditor-Controller finally submitted the Financial Transaction Report (FTR) in March 2022. The State Controller's Office has confirmed receipt but has not confirmed acceptance of the report. Staff discovered the unposted audit adjustments from FY 2018-19 after reviewing a copy of the FTR received from the State Controller's Office.)*
- Lobbyist reports have not been submitted timely, \$14,000 in penalties have been assessed;
- The Chart of Accounts has not been finalized yet and object codes continue to be closed;
 - Departments are struggling to obtain from the Auditor-Controller tools such as the setup of funds, budget units, ten-digit org keys and job ledger codes to effectively manage their budgets
- Delays in posting journals, supplemental budgets and appropriation transfers, often times more than eight months after submittal, are limiting the ability of departments to effectively manage budgets and expenditures;
 - Failure to post these transactions timely forces staff to conduct extensive manual tracking
 - Failure to post transactions resulted in delinquent CARES Act reporting and other mandated financial reporting
- Failure to pay vendors timely, resulting in late fees, inflated cost proposals, lost discounts and the elimination of credits accounts;
- Failure to pay employee expense claims timely;
- Failure to pay child support payments timely;
- Failure to promptly settle employees;
- Failure to timely post daily deposits to the general ledger;
- Failure to effectively transition and manage payroll;
- CalCard penalties for failure to process payments timely;
- Delayed payment of Election/Poll Worker's stipends;
- Refusal to post interest apportionment from non-general funds to the general fund as allowed by Government Code. This has eliminated more than \$1 million in interest that is rightfully due to the general fund as discretionary revenue;
- The Auditor-Controller has publicly misrepresented status of the single audit;

- Budget blocks have been removed, making it difficult to manage appropriations;
 - Government Code §29122 The board shall not approve a claim and the auditor shall not issue payment for any obligation in excess of that authorized in the budget unit appropriation, except upon an order of a court, for an emergency, or as otherwise provided by law
- FY 2020-21 Adopted Budget has not been finalized or submitted to the State Controller Office as actuals for FY 2019-20 are not yet available;
 - The deadline was Dec. 1, 2020
 - *(As of Apr. 8, 2022, the FY 2020-21 and FY 2021-22 Adopted Budgets have been submitted to the State Controller Office but were rejected because the state mandated annual Appropriation Limits (Gann Limits) have not been adopted by the Board since FY 2018-19, when the then Interim Auditor-Controller presented the calculation to the Board for approval. The Adopted Budgets also lacked reliable fund balance numbers and certain schedules failed to balance due to the lack of complete financial information from FY 2019-20 and FY 2020-21.)*
- Failure to adhere to the Board of Supervisors request for written Board reports detailing operational impacts associated to the payroll transfer and other county operations;
- Failure to participate in meetings, collaborate or communicate with departments or external agencies regarding financial transaction activities;
- Refusal to update budget reports and participation in the budget process; and
- Failure to take responsibility for her actions.

Humboldt Bay Municipal Water District

To: Board of Directors
From: Chris Harris
Date: May 12, 2022
Re: Succession Planning - Follow-up

Previous

During a recent analysis of the Administrative job descriptions for the District, it was determined that many are out dated (last revision 2017). The Board was advised that this month staff would present the Board with the following:

- Updated job descriptions for review and possible approval.
- A new Accounting Specialist II job description (intending for only one Accounting Specialist position to be filled at any given time).
- The recommendation for one adjustment to the pay scale in order to foster succession planning.

Current

Attached are the suggested revised job descriptions. For easy reference, staff has listed the position pay scale below, and has also included the complete HBMWD salary schedule within the attachments.

Item 1: Accounting Tech I (formerly "Customer Service and Accounting Assistant")

Updates include simplified job title, updated duties based on the implementation of new utility billing software and new purchase order software. Delegation of some duties between Accounting Tech I and Accounting Tech II positions to support cross-training in utility billing, purchase order processing, and customer service.

Pay Range: \$18/hr. - \$22/hr.

Item 2: Accounting Tech II (formerly "Customer Service, Accounting and Human Resources Assistant")

Updates include simplified job title, updated duties based on the implementation of new utility billing software and new purchase order software. Delegation of some duties between Accounting Tech I, Accounting Tech II, and Accounting Specialist (I/II) position to support cross-training. Accounting Tech I and II positions are intended to be succession-planned positions.

Pay Range: \$24/hr. - \$29/hr.

Item 3: Accounting Specialist I (formerly "Accounting and Human Resources Specialist")

Updates include simplified job title, updated duties based on implementation of new accounting software. Delegation of some duties to Accounting Tech II position for cross-training. Implementation of approval process within accounting software for data verification prior to processing. Realignment of duties split between the Accounting Specialist and Business Manager.
Pay Range: \$28/hr. - \$34/hr.

Item 4: Accounting Specialist II

New requested position. Differentiated from the Accounting Specialist I position based on level of experience and knowledge. Expected to be familiar with District accounting procedures and able to perform duties with little or minimal oversight. Expected to be able to manage some duties from the Business Managers desk if needed. Structured to allow for succession planning from the Accounting Specialist I position. Only one Accounting Specialist position on staff at any given time. Accounting Specialist I, II, and Business Manager positions are intended as succession-planned positions.

Pay Range: \$36/hr. - \$44/hr. (suggested)

Item 5: Regulatory Analyst I (formerly "Program and Regulatory Analyst")

Updates include simplified job title and minor verbiage changes.

Pay Range: \$28/hr. - \$34/hr.

Item 6: Regulatory Analyst II (formerly "Sr. Program and Regulatory Analyst")

Updates include simplified job title, minor verbiage changes. Requested adjustment to salary-step for increased cohesion in succession planning.

Current Pay Range: \$34/hr. - \$42/hr.

Suggested Pay Range: \$36/hr. - \$44/hr.

Item 7: Business Manager

Updates include minor verbiage changes and delegation of some duties with the Accounting Specialists (I/II) position.

Pay Range: \$43/hr. - \$52/hr.

Item 8: Assistant Superintendent

New requested position. Intended as a temporary, short-term, succession planned position for Superintendent position.

Pay Range: TBD

Item 9: Superintendent

Updates include minor verbiage changes.

Pay Range: \$47/hr. - \$57/hr.

Item 10: Assistant General Manager

New requested position. Intended as a temporary, short-term, succession planned position for General Manager position.

Pay Range: TBD

Recommendation

Staff recommends approval from the Board for the following:

- Changes in job title and job descriptions for the Accounting Tech I/II, Accounting Specialist I position, and the Regulatory Analyst I and II positions
- Addition of the Accounting Specialist II position, with a salary range matching the Regulatory Analyst II position
- Shift in pay scale for the Regulatory Analyst II position as noted to align both the Regulatory Analyst I/II and the Finance Specialist I/II positions for succession planning.
- Change in job description for the Business Manager position
- Addition of the Assistant General Manager and Assistant Superintendent positions as temporary, short-term, succession planned positions.
- Change in job description for the Superintendent position

Attachments**Job Descriptions**

1. Accounting Tech I
2. Accounting Tech II
3. Accounting Specialist I
4. Accounting Specialist II
5. Regulatory Analyst I
6. Regulatory Analyst II
7. Business Manager
8. Assistant Superintendent
9. Superintendent
10. Assistant General Manager

Salary Schedules

1. HBMWWD (including requested adjustment for Regulatory Analyst II position)
2. Humboldt Community Services District
3. McKinleyville Community Services District
4. City of Arcata
5. City of Eureka

JOB DESCRIPTIONS

Humboldt Bay Municipal Water District**ACCOUNTING TECH I – A5**
(Formerly Customer Service and Accounting Assistant)
Position Description**GENERAL PURPOSE**

Under general supervision completes retail utility billing functions

Under general supervision provides a wide variety of support for all administrative, accounting, and bookkeeping functions and positions

ESSENTIAL FUNCTIONS AND DUTIES**1. Customer Service**

- A. Responsible for phone coverage, answering all calls, routing caller appropriately
- B. Greets public, directs appropriately

2. Retail Utility Billing

- A. Processes retail utility billing, late notices, payments, and bank deposits
- B. Responds to inquiries from retail customers
- C. Works with Essex Customer Service Staff to process work orders (start/stop service, meter issues, non-payment lock-offs)
- D. Performs monthly analysis of water consumption and account activities
- E. Provides data to Accounting Tech II position for monthly reconciliations
- F. Other Retail Utility Billing duties as assigned

3. Support to Accounting Specialist I/II Position**A. Payroll:**

- 1. Preliminary review of employee time cards
- 2. Other payroll duties as assigned

B. Accounting:

- 1. Processes requisitions and purchase orders as assigned
 - a) Communicates with all District staff regarding missing/needed documentation
 - b) Ensures all purchases are coded and approved correctly and have auditable supporting documentation
 - c) Ensures products/services are fully documented as received prior to payment
 - d) Assembles and verifies documentation provided to Accounting Specialist I/II position for payment

2. Other Accounting duties

- a) Processes Remat/PG & E payment, reconciliation, and documentation
- b) Assists with records retention/destruction, following established policy

4. **Back-up to Accounting Tech II Position as needed**

- A. Retail Utility Billing, all aspects
- B. Customer Service

5. **Other Duties**

A. Provides general administrative support

- 1. Picks up and drops off mail
- 2. Maintain Employee Safety Training and Certification Files, creates annual Safety Awards Certificates
- 3. Maintains office supply inventory
- 4. Maintains supply list and supplies for Emergency Backpacks for staff & works with Board Secretary to maintain Directors Emergency Backpacks
- 5. Maintain calendars for Cleaning, Ruth Cabin, Board Room, and Park
- 6. Assists the General Manager, Superintendent, and Business Manager in Emergency Operations Center (EOC) activities or other emergency events
- 7. Research, gather, and organize information from District records or other sources as assigned

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES1) **Office skills and abilities**

- A. Able to use telephone, computer, copier, fax, scanner, and postage machine
- B. Office methods and procedures, including filing, record keeping and reporting systems
- C. Able to use computer software such as word processing, database and spreadsheet applications
- D. Able to input and retrieve data, produce letters, reports, graphs and spreadsheets

2) **Communication skills and abilities**

- A. Ability to deal intelligently, tactfully, and courteously with customers, the public and District staff
- B. Work cooperatively and communicate well with others - both verbally and in writing;
- C. Understand and carry out oral and written directions
- D. Strong verbal communication skills, including reception and telephone skills
- E. Written communication skills including the use of proper English, spelling, grammar and punctuation, and an ability to compose routine correspondence

3) **Technical skills and abilities**

- A. Think critically to address accounting support tasks

- B. Basic arithmetic skills
- C. Utility billing system or related experience.
- D. Basic bookkeeping and/or accounting experience

REQUIRED TRAINING AND EXPERIENCE:

- A. 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: High school diploma or GED, Community College, technical or other course work relevant for position
- B. Two-to-three years of experience in customer service, office administration or accounting/human resources support functions sufficient to demonstrate the ability to perform the required duties and work in an independent manner

SPECIAL REQUIREMENTS & ESSENTIAL PHYSICAL ABILITIES

- A. Possession of a valid California's Driver's license
 - (1) Must be able to operate a motor vehicle
 - (2) Proof of a good driving record, free from multiple or serious violations or accidents, and in accordance with any standards of the District's insurance carrier. Compliance with these requirements and established District vehicle operation standards are a condition of employment.
- B. Must be able to qualify for fiduciary bonding
- C. Must be available to work evenings, weekends, or holidays in the event of an emergency or other significant operational requirement
- D. Individuals selected for appointment to this position must pass a pre-employment medical examination which the District pays for. Because this position is **not** considered "safety sensitive" in nature, the person selected for appointment to this position will not be required to have a pre-employment drug screening. The medical examination is intended to evaluate the applicant's ability to meet the physical and health requirements for this classification.
- E. Must be able to sit for extended periods of time
- F. Must be able to perform minor physical activities which involve bending, lifting and reaching

Humboldt Bay Municipal Water District**ACCOUNTING TECH II – A4**
(Formerly Accounting and Human Resources Assistant)
Position Description**GENERAL PURPOSE**

Under general supervision completes retail utility billing functions

Under general supervision provides administrative, accounting, bookkeeping and human resource support to the Accounting Specialist I/II position.

ESSENTIAL FUNCTIONS AND DUTIES**1. Customer Service**

- A. Provides back-up to Accounting Tech I position for telephone coverage and public interaction

2. Retail Utility Billing

- A. Processes retail utility billing, late notices, and payments
 B. Responds to inquiries from retail customers
 C. Works with Essex Customer Service Staff to process work orders (start/stop service, meter issues, non-payment lock-offs)
 D. Performs monthly analysis of water consumption and account activities; updates website
 E. Monthly reconciliation for outside agencies under contract for Utility Billing services (Fieldbrook)
 F. Other retail utility billing duties as assigned

3. Support to Accounting Specialist I/II Position**A. Payroll**

1. Preliminary review of employee time cards
2. Verify payroll calculation data prior to processing
3. Process payroll direct deposits
4. Prepare reports for CalPERS
5. Provide back-up payroll coverage as needed
6. Other payroll duties as assigned

B. Human Resources

1. Maintains safety apparel ordering process; safety shoe reimbursement status
2. Maintains employee enrollment in medical flight coverage
3. Invoices retiree's for continuing health, vision, and dental insurance coverage
4. Assists with Human Resources questions, inquiries, and projects as assigned;
5. Assists with hiring process as assigned

C. Accounting

1. Lead processor of requisitions and purchase orders

- a) Manages and maintains the purchase order system
- b) Communicates with all District staff regarding missing/needed documentation
- c) Ensures all purchases are coded and approved correctly and have auditable supporting documentation
- d) Ensures products/services are fully documented as received prior to payment
- e) Assembles and verifies documentation provided to Accounting Specialist I/II for payment
- f) Enters budgetary information into purchase order software

2. Accounts Payable

- a) Enters invoice data into accounting software as assigned, submits to Accounting Specialist I/II position for approval
- b) Additional accounts payable duties as assigned

3. Other Accounting duties

- a) Quarterly Diesel Fuel Report and Timber Tax filing; annual Sales Tax with California Department of Taxes and Fees Administration (CDTFA)
- b) Assists with records retention/destruction, following established policy
- c) Provides support for Business Manager during annual financial audit as assigned

4. **Back-up to Accounting Tech I Position as needed:**

- A. Retail Utility Billing, all aspects
- B. Customer Service
- C. Telephone coverage, interacting with the public

5. **Other Duties**

A. Provides general administrative support:

1. Maintain database for Ruth Lake Lease Lots
 - a) Record improvement requests and District responses in a timely manner
 - b) Record lease transfers and annual inspection and photos
 - c) Provide documentation to Business Manager and General Manager as needed
2. Assists the General Manager, Superintendent, and Business Manager in Emergency Operations Center (EOC) activities or other emergency events
3. Research, gather, and organize information from District records or other sources as assigned
4. Prepare routine correspondence and reports
5. Provide back-up and perform duties of the Executive Assistant/Board Secretary position as assigned

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES**1) Office skills and abilities**

- A. Able to use telephone, computer, copier, fax, scanner, and postage machine
- B. Office methods and procedures, including filing, record keeping and reporting systems
- C. Able to use computer software such as word processing, database and spreadsheet applications
- D. Able to input and retrieve data, produce letters, reports, graphs and spreadsheets

2) Communication skills and abilities

- A. Ability to deal intelligently, tactfully, and courteously with customers, the public and District staff
- B. Work cooperatively and communicate well with others - both verbally and in writing;
- C. Understand and carry out oral and written directions
- D. Strong verbal communication skills, including reception and telephone skills
- E. Written communication skills including the use of proper English, spelling, grammar and punctuation, and an ability to compose routine correspondence

3) Technical skills and abilities

- A. Think critically to address human resource and accounting support tasks
- B. Basic arithmetic skills
- C. Utility billing system or related experience.
- D. Basic bookkeeping and/or accounting experience

REQUIRED TRAINING AND EXPERIENCE

- A. 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: High school diploma or GED, Community College, technical or other course work relevant for position
- B. Two-to-three years of experience in customer service, office administration or accounting/human resources support functions sufficient to demonstrate the ability to perform the required duties and work in an independent manner

SPECIAL REQUIREMENTS & ESSENTIAL PHYSICAL ABILITIES

- A. Possession of a valid California's Driver's license
 - 1. Must be able to operate a motor vehicle
 - 2. Proof of a good driving record, free from multiple or serious violations or accidents, and in accordance with any standards of the District's insurance carrier. Compliance with these requirements and established District vehicle operation standards are a condition of employment.
- B. Must be able to qualify for fiduciary bonding
- C. Must be available to work evenings, weekends, or holidays in the event of an emergency or other significant operational requirement.
- D. Individuals selected for appointment to this position must pass a pre-employment medical examination which the District pays for. Because this position is **not** considered "safety sensitive" in nature, the person selected for appointment to this position will not be required to have a pre-employment drug screening. The medical examination is intended to evaluate the applicant's ability to meet the physical and health requirements for this classification.
- E. Must be able to sit for extended periods of time
- F. Must be able to perform minor physical activities which involve bending, lifting and reaching;

Humboldt Bay Municipal Water District

ACCOUNTING SPECIALIST I – A2
(Formerly Accounting and Human Resource Specialist)
Position Description

GENERAL PURPOSE

Under general supervision performs financial accounting, bookkeeping, payroll, human resource, risk management and reporting functions for the District.

ESSENTIAL FUNCTIONS AND DUTIES

1. Accounting

A. Accounts Payable

- a. Using the District's accounting system, and in accordance with approved accounting standards, policies, and procedures, prepares and processes payments to District creditors, vendors, and consultants. Ensures all related purchase orders are complete with sufficient supporting documentation and approvals
- b. Reviews and approves data entry of Accounting Tech II position into accounting system prior to processing
- c. Prepares and files any related State and Federal tax forms (1099's)
- d. Responds to vendor/consultant inquiries in a timely manner
- e. Ensures on-going cross-training for all Accounts Payable processes
- f. Other accounts payable duties as assigned

B. Payroll

- a. Oversees the review of employee and Director timecards by Accounting Tech I and II positions
- b. Processes payroll, verifies all software calculations
- c. Reviews and processes Federal and State payroll-related tax payments; processes quarterly and annual payroll reports and filings (941's, W-2's, State Controllers Wage Report, etc)
- d. Reviews payroll related work of Accounting Tech I/II position
- e. Maintains employee data in payroll system, verifies & updates data as necessary
- f. Ensures on-going cross-training for all payroll processes
- g. Other payroll duties as assigned

C. Accounts Receivable

- a. Prepares accurate and timely invoices for the District's wholesale municipal and industrial customers in accordance with approved District ordinances and contracts
- b. Prepares accurate and timely invoices for outside agencies under contract for retail utility billing (Fieldbrook) in accordance with approved contract
- c. Prepares accurate and timely invoices for misc. other accounts receivable (ex: Don Bridge Lease, RLCSD Water System Permit Fee, Hydrant meter rentals & water use)
- d. Other accounts receivable duties as assigned

D. Other Accounting Duties

- a. Maintains a system of internal controls in accordance with GAAP, with Federal and State Government procurement standards, and in accordance with recommendations from the District's auditors for all aspects of District accounting practices
- b. Works with Business Manager to ensure revenues and expenditures are accurately stated. Reviews the monthly financial reports generated by the Business Manager
- c. Monthly reconciliation of bank and investment accounts as assigned; Request, review & reconcile quarterly data from County for investment accounts
- d. Assists in the preparation of the annual budget and completion of the annual financial audit as needed; other financial reports as assigned
- e. Assists with regular updates of the District's accounting systems, as necessary
- f. Maintains a working knowledge of the Cash Receipting, Timekeeping, General Ledger, Utility Management, and System Management Modules of accounting system
- g. Develops and maintains a procedure manual for accounting and financial reporting functions

2. Human Resources**A. Benefits**

- a. Prepares all reports and payments for various employee benefits (insurances, retirement, deferred comp., etc.)
- b. Manages open enrollment for health insurance (current and retirees) and voluntary life insurance
- c. Reviews retiree medical, COBRA Dental and Vision invoices processed by Accounting Tech II position
- d. Responsible for on-boarding new employees; providing introduction and explanation of benefits and all necessary enrollment forms
- e. Provides forms, information, and routine support to District employees regarding District benefits. Assists employees as needed with updating/changing employee benefits and coordination with benefit providers

B. Other Human Resource Duties

- a. Responsible for timely District response to human resource-related claims (disability, workers' compensation etc.)
- b. Schedules annual hearing and respirator exams
- c. Responsible for maintaining required OSHA regulatory and benefit postings on District bulletin boards
- d. Maintain employee personnel & medical files. Review Accounting Tech I maintenance of employee certification and training files

3. Risk Management**A. Contracting**

- a) Prepares and processes JPIA approved vendor and facility use contracts for review by the Business Manager
- b) Verifies required insurance and risk management requirements are fully satisfied
- c) Ensure payments and services provided match contract terms

B. Insurance

- a) Ensures the District is in compliance and up to date with all insurance filings and reporting requirements
- b) Oversees any worker's comp injury claims, ensures all documentation is complete and provided to the benefit provider. Provides administrative support as needed to the injured employee

4. Other

- A. Provides general administrative support, including:
 - a. Research, gather, and organize information from District records or other sources
 - b. Prepare and compose District correspondence and routine reports
 - c. Performing routine analyses
- B. Assists the General Manager, Superintendent, and Business Manager in Emergency Operations Center (EOC) activities or other emergency events
- C. Maintains District's Records Retention Policy and ensures filing and retention protocols are consistent with that policy
- D. Supports the General Manager, Superintendent, and Business Manager with long-range planning matters. Supports the implementation of the District's Capital Improvement Plan.

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES

1. Office skills and abilities

- A. Ability to operate a variety of office equipment including: computer, copier, fax, scanner
- B. Strong written communication skills including the use of proper English, spelling, grammar and punctuation; the ability to compose correspondence and reports
- C. Office methods and procedures, including filing, record keeping and reporting systems.
- D. Intermediate-to-advanced proficiency in Microsoft Office applications (Word, Excel, PowerPoint and Outlook)

2. Communication skills and abilities

- E. Ability to deal intelligently, tactfully, and courteously with customers, District staff, and the Board of Directors; ability to work cooperatively as a team member
- F. Strong verbal communication skills

3. Technical skills and abilities

- G. Ability to think critically to address administrative and accounting tasks
- H. Ability to effectively multi-task and switch between tasks regularly
- I. Strong organizational skills
- J. Strong arithmetic and accounting skills

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:

- A. High school diploma or GED
- B. Community College, technical or other course work relevant for this position

- C. Five-to-ten years of increasingly responsible experience in office administration, accounting, and/or human resources functions sufficient to demonstrate the ability to perform the required duties and work in an independent manner
- D. Bookkeeping and/or accounting experience, especially with governmental accounting principles

SPECIAL REQUIREMENTS & ESSENTIAL PHYSICAL ABILITIES

- A. Possession of a valid California's Driver's license issued by the State Department of Motor Vehicles. Must be able to safely operate a motor vehicle. Proof of a good driving record, free from multiple or serious violations or accidents, and in accordance with any standards of the District's insurance carrier. Compliance with these requirements and established District vehicle operation standards are a condition of employment
- B. Individuals selected for appointment to the position must pass a pre-employment medical examination which the District pays for. Because this position is **not** considered "safety sensitive" in nature, the individual selected will not be required to have a pre-employment drug screening. The medical examination is intended to evaluate the applicant's ability to meet the physical and health requirements for this classification
- C. Must be able to qualify for fiduciary bonding
- D. Must be available to work evenings, weekends, or holidays in the event of an emergency or other significant operational requirement
- E. Must be able to sit for extended periods of time
- F. Must be able to perform minor physical activities which involve bending, lifting and reaching

Humboldt Bay Municipal Water District**ACCOUNTING SPECIALIST II – A2a****GENERAL PURPOSE**

Under minimal supervision performs financial accounting, bookkeeping, payroll, human resource, risk management and reporting functions for the District.

DISTINGUISHING FEATURES

The Accounting Specialist II position is differentiated from the Accounting Specialist I position based on the employee's previous experience resulting in the ability to manage a broader scope of responsibility and independence as compared to the Accounting Specialist I position. An employee in the Accounting Specialist II position will have established themselves as proficient in District finance and accounting practices. Based on this knowledge, the ability to work with little to no errors, and proven decision-making skills, this employee is expected to be able to complete larger analysis and accounting tasks as assigned with minimal guidance and supervision. This employee takes initiative to continue to update and improve the efficiency of District accounting practices and consistently mentors staff in the Accounting Tech I & I positions. This employee will have established strong, efficient working relationships with other District staff both inside and outside the office.

ESSENTIAL FUNCTIONS AND DUTIES**1. Accounting****A. Accounts Payable**

- a. Using the District's accounting system, and in accordance with approved accounting standards, policies, and procedures, prepares and processes payments to District creditors, vendors, and consultants. Ensures all related purchase orders are complete with sufficient supporting documentation and approvals
- b. Reviews and approves data entry of Accounting Tech II position into accounting system prior to processing
- c. Prepares and files any related State and Federal tax forms (1099's)
- d. Responds to vendor/consultant inquiries in a timely manner
- e. Ensures on-going cross-training for all Accounts Payable processes
- f. Other accounts payable duties as assigned

B. Payroll

- a. Oversees the review of employee and Director timecards by Accounting Tech I and II positions
- b. Processes payroll, verifies all software calculations
- c. Reviews and processes Federal and State payroll-related tax payments; processes quarterly and annual payroll reports and filings (941's, W-2's, State Controllers Wage Report, etc)
- d. Reviews payroll related work of Accounting Tech I/II position

- e. Maintains employee data in payroll system, verifies & updates data as necessary
- f. Ensures on-going cross-training for all payroll processes
- g. Other payroll duties as assigned

C. Accounts Receivable

- a. Prepares accurate and timely invoices for the District's wholesale municipal and industrial customers in accordance with approved District ordinances and contracts
- b. Prepares accurate and timely invoices for outside agencies under contract for retail utility billing (Fieldbrook) in accordance with approved contract
- c. Prepares accurate and timely invoices for misc. other accounts receivable (ex: Don Bridge Lease, RLCSD Water System Permit Fee, Hydrant meter rentals & water use)
- d. Other accounts receivable duties as assigned

D. Other Accounting Duties

- a. Maintains a system of internal controls in accordance with GAAP, with Federal and State Government procurement standards, and in accordance with recommendations from the District's auditors for all aspects of District accounting practices
- b. Works with Business Manager to ensure revenues and expenditures are accurately stated. Reviews the monthly financial reports generated by the Business Manager
- c. Monthly reconciliation of bank and investment accounts as assigned; Request, review & reconcile quarterly data from County for investment accounts
- d. Assists in the preparation of the annual budget and completion of the annual financial audit as needed; other financial reports as assigned
- e. Assists with regular updates of the District's accounting systems, as necessary
- f. Maintains a working knowledge of the Cash Receipting, Timekeeping, General Ledger, Utility Management, and System Management Modules of accounting system
- g. Develops and maintains a procedure manual for accounting and financial reporting functions

2. Human Resources

A. Benefits

- a. Prepares all reports and payments for various employee benefits (insurances, retirement, deferred comp., etc.)
- b. Manages open enrollment for health insurance (current and retirees) and voluntary life insurance
- c. Reviews retiree medical, COBRA Dental and Vision invoices processed by Accounting Tech II position
- d. Responsible for on-boarding new employees; providing introduction and explanation of benefits and all necessary enrollment forms
- e. Provides forms, information, and routine support to District employees regarding District benefits. Assists employees as needed with updating/changing employee benefits and coordination with benefit providers

B. Other Human Resource Duties

- a. Responsible for timely District response to human resource-related claims (disability, workers' compensation etc.)
- b. Schedules annual hearing and respirator exams

- c. Responsible for maintaining required OSHA regulatory and benefit postings on District bulletin boards
- d. Maintain employee personnel & medical files. Review Accounting Tech I maintenance of employee certification and training files

3. Risk Management

A. Contracting

- a) Prepares and processes JPIA approved vendor and facility use contracts for review by the Business Manager
- b) Verifies required insurance and risk management requirements are fully satisfied
- c) Ensure payments and services provided match contract terms

B. Insurance

- a) Ensures the District is in compliance and up to date with all insurance filings and reporting requirements
- b) Oversees any worker's comp injury claims, ensures all documentation is complete and provided to the benefit provider. Provides administrative support as needed to the injured employee

4. Other

- A. Provides general administrative support, including:
 - a. Research, gather, and organize information from District records or other sources
 - b. Prepare and compose District correspondence and routine reports
 - c. Performing routine analyses
- B. Assists the General Manager, Superintendent, and Business Manager in Emergency Operations Center (EOC) activities or other emergency events
- C. Maintains District's Records Retention Policy and ensures filing and retention protocols are consistent with that policy
- D. Supports the General Manager, Superintendent, and Business Manager with long-range planning matters. Supports the implementation of the District's Capital Improvement Plan.
- E. May provide back-up and perform the duties of the Business Manager

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES

1. Office skills and abilities

- A. Ability to operate a variety of office equipment including: computer, copier, fax, scanner
- B. Strong written communication skills including the use of proper English, spelling, grammar and punctuation; the ability to compose correspondence and reports
- C. Office methods and procedures, including filing, record keeping and reporting systems.
- D. Intermediate-to-advanced proficiency in Microsoft Office applications (Word, Excel, PowerPoint and Outlook)

2. Communication skills and abilities

- E. Ability to deal intelligently, tactfully, and courteously with customers, District staff, and the Board of Directors; ability to work cooperatively as a team member
- F. Strong verbal communication skills

3. Technical skills and abilities

- G. Ability to think critically to address administrative and accounting tasks
- H. Ability to effectively multi-task and switch between tasks regularly
- I. Strong organizational skills
- J. Strong arithmetic and accounting skills

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:

- A. High school diploma or GED
- B. Community College, technical or other course work relevant for this position
- C. Five-to-ten years of increasingly responsible experience in office administration, accounting, and/or human resources functions sufficient to demonstrate the ability to perform the required duties and work in an independent manner
- D. Bookkeeping and/or accounting experience, especially with governmental accounting principles
- E. District employment in Accounting Specialist I position

SPECIAL REQUIREMENTS & ESSENTIAL PHYSICAL ABILITIES

- A. Possession of a valid California's Driver's license issued by the State Department of Motor Vehicles. Must be able to safely operate a motor vehicle. Proof of a good driving record, free from multiple or serious violations or accidents, and in accordance with any standards of the District's insurance carrier. Compliance with these requirements and established District vehicle operation standards are a condition of employment
- B. Individuals selected for appointment to the position must pass a pre-employment medical examination which the District pays for. Because this position is **not** considered "safety sensitive" in nature, the individual selected will not be required to have a pre-employment drug screening. The medical examination is intended to evaluate the applicant's ability to meet the physical and health requirements for this classification
- C. Must be able to qualify for fiduciary bonding
- D. Must be available to work evenings, weekends, or holidays in the event of an emergency or other significant operational requirement
- E. Must be able to sit for extended periods of time
- F. Must be able to perform minor physical activities which involve bending, lifting and reaching

Humboldt Bay Municipal Water District

REGULATORY ANALYST I – A1 (Formerly Program and Regulatory Analyst) **Position Description**

GENERAL PURPOSE

Under direct supervision, performs a wide variety of analytical, business, and regulatory work. Some leeway is granted for the exercise of independent judgment and initiative as the incumbent demonstrates proficiency.

DISTINGUISHING FEATURES

For promotion to the Senior Analyst position, an Analyst incumbent must successfully complete at least two years of work; obtaining and demonstrating the required knowledge, skills, abilities, and experience; and meeting criteria for promotion to the Senior position.

ESSENTIAL FUNCTIONS AND DUTIES

1. **Analytical** - Performs complex analyses and studies regarding the District's water supply, water use, cost-of-service, infrastructure financing, water rates, and other business, operational, or technical matters. Provides analytical support to the budget and Capital Improvement Plan processes. Presents results, conclusions, and recommendations from the analyses and studies concisely and accurately.
2. **Communication** - Prepares routine and complex correspondence, reports and regulatory filings. Prepares and writes grant applications. Prepares presentation material to communicate to the District's wholesale customers, the Board of Directors, and other audiences.
3. **Regulatory** – Stays abreast of, researches, and determines impacts regarding existing or proposed regulations of interest to the District. Prepares required all regulatory reports, filings, and applications. Meets and confers with regulatory agency personnel.
4. **Safety** – Eureka office Safety Coordinator - Oversees the Eureka office participation in the District's safety program.
5. **Business Information Systems** – Develops and maintains spreadsheets, databases, and other computer tools to input and retrieve data, and to support a variety of business and operational needs. Assist with the planning and implementation of a Graphical Information System and Facility Records System (GIS/FIS) to support and optimize operations and records management.
6. **Other:**
 - A. May perform special projects for the Superintendent or General Manager as time permits.
 - B. Assists the General Manager and Superintendent in Emergency Operations Center (EOC) activities or other emergency events.
 - C. Acts as Water Conservation Coordinator per UWMP requirements.

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES

1. Strong written communication skills including the use of proper English, spelling, grammar and punctuation. Ability to compose complex and detailed correspondence and reports accurately
2. Strong verbal communication and presentation skills
3. Ability to work well and collaboratively with others
4. Ability to meet deadlines, plan ahead, and adhere to a work plan
5. Ability to prioritize and manage time effectively, and able to realign priorities as needed
6. Ability to complete complex analyses and studies in an independent manner (e.g. define objective, conduct research, collect data, analyze data, derive results, and formulate conclusions and recommendations)
7. Subject matter expertise in business, economics, engineering economics, planning (especially water resources planning), or regulations related to the water industry
8. Strong working knowledge of desktop computers, in particular intermediate-to-advanced proficiency in Microsoft Office applications (Word, Excel, PowerPoint, and Outlook). Knowledge of Microsoft Access and ESRI's GIS software highly desirable

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:

1. Bachelors Degree (required), from an accredited university or college with an emphasis in business, economics, engineering economics, planning, water resources, or management information systems.
2. Two years of increasingly responsible experience in business, the water industry, or at another governmental agency, sufficient to demonstrate the ability to perform the required duties in an independent manner.

SPECIAL REQUIREMENTS

1. Possession of a valid California's Driver's license issued by the State Department of Motor Vehicles. Proof of a good driving record, free from multiple or serious violations or accidents, and in accordance with any standards of the District's insurance carrier. Compliance with these requirements and established District vehicle operation standards are a condition of employment.
2. Understand and carry out oral and written directions;
3. Communicate well with others, verbally and in writing;
4. Work cooperatively and get along well with others, the Board, District staff, customers and the public;
5. Think critically to address complex business and regulatory assignments;
6. Must be available to work evenings, weekends, or holidays in the event of an emergency or other significant operational requirement.

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 **not** considered "safety sensitive" in nature, the person selected

for appointment to this position will not be required to have a pre-employment drug screening. The medical examination is 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:

1. Operate a variety of office equipment, especially desktop computers;;
2. Sit for extended periods of time;
3. Perform minor physical activities which involve bending, lifting and reaching;
4. Operate a motor vehicle.

DRAFT

Humboldt Bay Municipal Water District

REGULATORY ANALYST II – A1a (Formerly Senior Program and Regulatory Analyst) Position Description

GENERAL PURPOSE

Under general supervision, performs a wide variety of substantive and complex analytical, business, and regulatory work. Considerable leeway is granted for the exercise of independent judgment and initiative.

DISTINGUISHING FEATURES

This position is distinguished from the Analyst position by the broader scope of responsibility involved in the analytical work requiring additional years of experience to perform.

ESSENTIAL FUNCTIONS AND DUTIES

1. **Analytical** - Performs complex analyses and studies regarding the District's water supply, water use, cost-of-service, infrastructure financing, water rates, and other business, operational, or technical matters. Provides analytical support to the budget and Capital Improvement Plan processes. Presents results, conclusions, and recommendations from the analyses and studies concisely and accurately.
2. **Communication** - Prepares routine and complex correspondence, reports and regulatory filings. Prepares and writes grant applications. Prepares presentation material to communicate to the District's wholesale customers, the Board of Directors, and other audiences.
3. **Regulatory** – Stays abreast of, researches, and determines impacts regarding existing or proposed regulations of interest to the District. Prepares all required regulatory reports, filings, and applications. Meets and confers with regulatory agency personnel.
4. **Safety** – Eureka office Safety Coordinator - Oversees the Eureka office participation in the District's safety program.
5. **Business Information Systems** – Develops and maintains spreadsheets, databases, and other computer tools to input and retrieve data, and to support a variety of business and operational needs. Assist with the planning and implementation of a Graphical Information System and Facility Records System (GIS/FIS) to support and optimize operations and records management.
6. **Other:**
 - A. May perform special projects for the Superintendent or General Manager as time permits.
 - B. Assists the General Manager and Superintendent in Emergency Operations Center (EOC) activities or other emergency events.
 - C. Acts as Water Conservation Coordinator per UWMP requirements.

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES

- 1) Strong written communication skills including the use of proper English, spelling, grammar and punctuation. Ability to compose complex and detailed correspondence and reports accurately
- 2) Strong verbal communication and presentation skills
- 3) Ability to work well and collaboratively with others
- 4) Ability to meet deadlines, plan ahead, and adhere to a work plan
- 5) Ability to prioritize and manage time effectively, and able to realign priorities as needed
- 6) Ability to complete complex analyses and studies in an independent manner (e.g. define objective, conduct research, collect data, analyze data, derive results, and formulate conclusions and recommendations)
- 7) Subject matter expertise in business, economics, engineering economics, planning (especially water resources planning), or regulations related to the water industry
- 8) Strong working knowledge of desktop computers, in particular intermediate-to-advanced proficiency in Microsoft Office applications (Word, Excel, PowerPoint, and Outlook). Knowledge of Microsoft Access and ESRI's GIS software highly desirable

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:

- 1) Bachelors Degree (required), Master Degree (beneficial), from an accredited university or college with an emphasis in business, economics, engineering economics, planning, water resources, or management information systems.
- 2) Five-to-ten years of increasingly responsible experience in business, the water industry, or at another governmental agency, sufficient to demonstrate the ability to perform the required duties in an independent manner.

SPECIAL REQUIREMENTS

- 1) Possession of a valid California's Driver's license issued by the State Department of Motor Vehicles. Proof of a good driving record, free from multiple or serious violations or accidents, and in accordance with any standards of the District's insurance carrier. Compliance with these requirements and established District vehicle operation standards are a condition of employment.
- 2) Understand and carry out oral and written directions;
- 3) Communicate well with others, verbally and in writing;
- 4) Work cooperatively and get along well with others, the Board, District staff, customers and the public;
- 5) Think critically to address complex business and regulatory assignments;
- 6) Must be available to work evenings, weekends, or holidays in the event of an emergency or other significant operational requirement.

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 **not** considered "safety sensitive" in nature, the person selected for appointment to this position will not be required to have a pre-employment drug screening. The medical examination is 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:

- 1) Operate a variety of office equipment, especially computers;
- 2) Sit for extended periods of time;
- 3) Perform minor physical activities which involve bending, lifting and reaching;
- 4) Operate a motor vehicle.

DRAFT

**Humboldt Bay Municipal Water District
Business Manager – M3
Position Description**

OVERVIEW

This position is responsible for managing, directing, and supporting the District's financial, accounting, human resource, risk management, and regulatory compliance functions.

This is one of three senior management-level positions at the District. The organizational culture is that the General Manager, Superintendent and Business Manager work together as a management team to lead and direct all operational and business activities to ensure reliable and cost effective delivery of water to the community. There is significant interface with employees, customers and the Board of Directors. In partnership with the General Manager and Superintendent, this position may also participate in strategic planning and initiatives.

ESSENTIAL FUNCTIONS AND DUTIES

1. Leadership and Supervision

- A. Supervises financial, accounting, human resource, customer service and regulatory staff, including Regulatory Analysts (I/II), Accounting Specialist (I/II), and Accounting Tech's (I/II)
- B. Develops goals and objectives for the work unit, and work plans to accomplish them; Continually seeks opportunities to streamline and improve District processes to increase efficiency
- C. Sets high expectations and leads by example
- D. Trains, develops, and consistently supports staff; Ensures cross-training between administrative staff positions is maintained and on-going

2. Financial

- A. **Accounting** - Responsible for Accounting functions including:
 - a. Maintenance of general and subsidiary ledgers and general journal entries; Responsible to supervise and review all activity in all modules within the accounting software.
 - b. Cash and other account reconciliations
 - c. Accounts receivable and payable
 - d. All bank, investment, and reserve accounts
 - e. Capital, depreciation, and inventory schedules
 - f. Creates monthly financial statements for review with Board of Directors
 - g. Establish a system of internal controls in accordance with generally accepted accounting standards and in accordance with recommendations from the District's auditor, ensuring compliance with same.
 - h. Acts as principle liaison with the District's auditor during the annual financial audit process
 - i. All aspects of grant administration
- B. **Budget** - Responsible for preparing the annual budget for operational and administrative expenses, projects, and revenues of the District; Responsible for presenting the budget to the Board for approval
- C. **Capital Improvement Plan (CIP)** – Responsible for developing mechanisms to link CIP to annual budget. Responsible for developing financing needs and options, and working with financial advisors

and counsel to secure financing. Responsible for pursuing grants to fund CIP projects; Responsible for grant administration.

- D. **Retail Water Business** – Responsible for:
- a. Overseeing the retail business function (establishing accounts, meter reading, billing, accounts receivable and customer service) in accordance with approved Ordinance
 - b. Overseeing all contracted retail business functions (Fieldbrook) in accordance with current contract
 - c. Supervise the development of retail rate studies, assisting staff with justification, analysis, and proposal. Ensure rate increases meet all Proposition 218 requirements
3. **Human Resource/ Risk Management** – Responsible for:
- A. All Human Resources functions, including the hiring process, payroll, benefit administration and employee claims management
 - B. Risk management and risk transfer including insurance programs, contracting procedures, and claims processing
4. **Regulatory Program and Compliance** - Responsible for:
- A. Overseeing regulatory compliance and reporting
 - B. Ensuring District is current and in compliance with all Local, State, and Federal requirements related to District operations
5. **Computer and Administrative Systems** – Responsible for:
- A. Ensuring contracted vendor maintains administrative computer system and network in Eureka office
 - B. Supervises required updates to various software programs as needed
 - C. Oversees the maintenance of the District's *Records Retention Policy* and maintenance of the filing system in accordance with the policy
6. **Process Improvements** – Responsible for:
- A. Analyzing, making recommendations, and implementing improvements in District's payroll, accounting and utility billing systems as necessary
 - B. Continually seeking to increase efficiency and improve workflow throughout all administrative processes
7. **Other Duties as Assigned**
- A. May provide back-up and perform duties of the General Manager when necessary
 - B. May perform special projects and assignments with the Superintendent and General Manager
 - C. Required to participate in Emergency Operations Center (EOC) activities during emergencies

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES

1. Strong written communication skills including the use of proper English, spelling, grammar and punctuation. Ability to compose complex and detailed correspondence and reports accurately.
2. Strong verbal communication and presentation skills

3. Ability to deal tactfully and courteously with customers, District staff, and the Board of Directors
4. Strong organizational skills
5. Ability to work well and collaboratively with others
6. Ability to complete complex analyses (e.g. define objective, conduct research, collect data, analyze data, derive results, and formulate conclusions and recommendations)
7. Office methods and procedures, including filing, record keeping and reporting systems
8. Strong working knowledge of desktop computers and systems, including intermediate-to-advanced proficiency in Microsoft Office applications
9. Subject matter expertise in accounting (especially governmental accounting), business, economics, finance, and human resources

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:

- A. Bachelors Degree (required) and Masters Degree (preferred) from an accredited university or college with an emphasis in business, accounting, public administration, or finance
- B. Seven-to-ten years of increasingly responsible experience in business, public administration, accounting, or finance sufficient to demonstrate the ability to perform the required duties

SPECIAL REQUIREMENTS

1. Must be able to:
 - A. Understand and carry out oral and written directions;
 - B. Communicate well with others, verbally and in writing;
 - C. Work cooperatively and get along well with the Board, District staff, customers and the public;
 - D. Think critically to address complex business and accounting assignments;
 - E. Work independently and take initiative;
2. Possession of a valid California's Driver's license issued by the State Department of Motor Vehicles. Proof of a good driving record, free from multiple or serious violations or accidents, and in accordance with any standards of the District's insurance carrier. Compliance with these requirements and established District vehicle operation standards are a condition of employment.
3. Must be able to qualify for fiduciary bonding.
4. Must be available to work evenings, weekends, or holidays in the event of an emergency or other significant operational requirement.

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 is 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:

- A. Operate a variety of office equipment (computer, copy machine, etc.)
- B. Sit for extended periods of time;
- C. Perform minor physical activities which involve bending, lifting and reaching;
- D. Operate a motor vehicle.

DRAFT

Humboldt Bay Municipal Water District**ASSISTANT SUPERINTENDENT – M2a
Position Description****GENERAL PURPOSE**

This position is intended as a temporary training position for the successor Superintendent to increase familiarity with not only the requirements of the Superintendent position, but the daily operation requirements of Humboldt Bay Municipal Water District prior to fully assuming the Superintendent position and duties.

The Superintendent position, under general management direction, is responsible for all operations and maintenance activities of the District as well as project management and construction. The Superintendent supervises, trains, develops, and evaluates staff. Implements District safety program.

ESSENTIAL FUNCTIONS AND DUTIES

While in the Assistant Superintendent position, the individual is expected to gain a working knowledge and understanding of all duties of the Superintendent as listed in the Superintendent job description, with initial focus including, but not limited, to the following:

- 1) Maintaining an effective safety program (including WIIPP) and a strong safety culture.
- 2) Responsibility for the water supply, pumping, treatment, and distribution functions of the District. This includes: Ruth Lake operations including hydro-electric facility; Essex and Korblex operations including control, pumping, treatment, and storage; distribution and metering functions throughout the system; and radio and communication systems.
- 3) Directing and overseeing the maintenance and operations for the Fieldbrook-Glendale CSD in accordance with The Agreement for Operations and Maintenance Support Services for Fieldbrook-Glendale Community Services District effective March 15, 2008.
- 4) Responsibility for water quality and ensuring all federal and state standards are fully met.
- 5) Familiarity with the District's long-term capital improvement and maintenance plans, and annual prioritized project and maintenance budgets.
- 6) Inspecting construction, installation, maintenance and grounds-keeping activities and projects to ensure the District's standards and requirements are met.
- 7) Ensuring compliance with all laws and regulations that govern District operations. Ensures compliance with and renewal of necessary permits, and with the California Department of Public Health certification requirements.
- 8) Representing the District in meetings with customers, representatives of governmental and regulatory agencies, professional and community groups and the public.
- 9) Preparing and presenting required reports. Attending and participating in Board of Directors meetings and provides operational report.
- 10) Fostering a positive work environment for employees. Demonstrating and instilling teamwork and communication throughout the organization.

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES

- 1) Operation of water pumping, treatment and distribution systems
- 2) Operation of hydro-electric facilities
- 3) State and Federal safe drinking water regulations, standards, and practices
- 4) Water supply planning
- 5) Repair and maintenance of water pumping, treatment and distribution facilities, and hydro-electric facilities
- 6) Environmental regulations, including handling and disposal of hazardous and toxic materials and waste
- 7) Project planning, budgeting, cost estimating, permitting, and record keeping
- 8) Principles of organization and management, and of supervision, training, and effective personnel management
- 9) Safety programs and safe work practices
- 10) Operation of computers, and other office equipment, using both standard and specialized application software

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:

- 1) High school diploma or GED
- 2) College, technical or professional-level classes or coursework in areas applicable to this position highly desirable.
- 3) Ten-to-fifteen years of increasingly responsible experience in the operation and maintenance of water pumping, treatment and distribution systems, including three-to-five years in a supervisory capacity. Experience with water treatment plants and hydroelectric generation is highly desirable.
- 4) **Grade IV Treatment and/or Distribution certificates are preferred, minimum qualification T-2/D-4**

SPECIAL REQUIREMENTS

- 1) Must possess the category of California Driver's license required by the State Department of Motor Vehicles to perform the essential duties of the position. Job incumbents must maintain a driving record acceptable to the District and its insurance carrier. Compliance with these requirements and established District vehicle operation standards are a condition of continuing employment.
- 2) May work odd shifts, weekends, or holidays and perform standby duties as assigned. Must be available to respond to emergencies which affect the District such as earthquakes, power outages, pipeline breaks, high water events, and chlorine leaks.
- 3) In order to wear respiratory protection or other safety equipment, facial hair must be maintained as to keep hair growth out from between the skin and the facepiece sealing surface (such as stubble beard growth, beard, mustache or sideburns).

- 4) Must be able to participate in confined space operations.
- 5) Must possess and maintain a minimum of Grade II Water Treatment Operator's Certificate and a Grade IV Water Distribution Certificate (T-2/D-4). Job incumbents must also meet the State's continuing education requirements to maintain certifications. Compliance with the State certification requirements is a condition of continuing employment.
- 6) Must acquire basic American Red Cross First Aid/CPR certificates during the initial year of employment.
- 7) Must be able to think critically
- 8) Must be able to communicate well with others, both verbally and in writing; Must be able to understand and carry out oral and written directions
- 9) Work cooperatively and get along well with other people

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 is 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:

- 1) Investigate and solve complex problems involving the ability to:
 - a. Perform visual inspections
 - b. Hear normal versus abnormal noises
 - c. View and respond to operational control screens (including alarms)
- 2) Sit for extended periods of time
- 3) Operate a variety of office equipment (computer, copy machine, fax, etc.)
- 4) Operate motor vehicles and other equipment
- 5) Operate a variety of hand and electric tools
- 6) Perform a variety of physical activities which may involve reaching, bending, squatting, kneeling, crouching, crawling, and climbing, and also manual dexterity
- 7) Perform additional physical activities to position or move tools, equipment, and supplies which may involve lifting, and pushing or pulling motions
- 8) Wear a respirator and other personal protective equipment

Humboldt Bay Municipal Water District

SUPERINTENDENT – M2 Position Description

GENERAL PURPOSE

Under general management direction, is responsible for all operations and maintenance activities of the District as well as project management and construction. Supervises, trains, develops and evaluates staff. Implements District safety program.

This is one of three senior management-level positions at the District. The organizational culture is that the General Manager, Superintendent and Business Manager work together as a management team to lead and direct all operational and business activities to ensure reliable and cost-effective delivery of water to the community. There is significant interface with employees, customers and the Board of Directors. In partnership with the General Manager and Business Manager, this position may also participate in strategic planning and initiatives.

ESSENTIAL FUNCTIONS AND DUTIES

- 1) Develops and maintains an effective safety program (including WIIPP) and a strong safety culture.
- 2) Directs and is responsible for the water supply, pumping treatment and distribution functions of the District. This includes: Ruth Lake operations including hydro-electric facility; Essex and Korblex operations including control, pumping, treatment and storage, distribution and metering functions throughout the system; and radio and communication systems.
- 3) Directs and oversees maintenance and operations for the Fieldbrook-Glendale CSD in accordance with The Agreement for Operations and Maintenance Support Services for Fieldbrook-Glendale Community Services District effective March 15, 2008.
- 4) Directs and is responsible for water quality and ensuring all federal and state standards are fully met.
- 5) Develops Standard Operating Procedures (SOP's)
- 6) Directs the District's ongoing construction and maintenance activities and projects, including the Preventative Maintenance Program.
- 7) Directs and advances energy efficiency programs.
- 8) Prepares and advances the District's long-term capital improvement and maintenance plans, and annual prioritized project and maintenance budgets. Accomplishes planned work per the approved scope, schedule and budget. In coordination with the Accounting Specialist, ensures employee time, materials, and contract labor are accurately accounted for.
- 9) Develops plans, sketches, cost estimates, specifications and work schedules to carry out projects and maintenance work. Prepares requisitions for services and materials. Directs and oversees construction and maintenance work by in-house and outside contract resources. On larger construction projects, performs project management in concert with the District engineer. Prepares emergency response plans and procedures. Responds to emergencies such as earthquakes, power outages, pipeline breaks, floods/high-water events, and chlorine leaks.

- 10) Consults with General Manager, District staff, and consultants/vendors regarding methods and procedures of work, operational priorities, and technical issues.
- 11) Inspects construction, installation, maintenance and grounds-keeping activities and projects to ensure the District's standards and requirements are met.
- 12) Ensures compliance with all laws and regulations that govern District operations. Ensures compliance with and renewal of necessary permits, and with the SWRCB-Division of Drinking Water certification requirements.
- 13) Represents the District in meetings with customers, representatives of governmental and regulatory agencies, professional and community groups and the public.
- 14) Prepares and presents required reports. Attends and participates in Board of Directors meetings and provides operational report.
- 15) Fosters a positive work environment for employees. Demonstrates and instills teamwork and communication throughout the organization. Trains, develops, and evaluates employees to support long-term productivity and growth. Recommends and implements disciplinary action if necessary.
- 16) Acts as an advisor to General Manager on strategic issues and performs other duties as assigned by General Manager.
- 17) May provide back-up and perform duties of the General Manager when necessary

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES

- 1) Operation of water pumping, treatment and distribution systems
- 2) Operation of hydro-electric facilities
- 3) State and Federal safe drinking water regulations, standards, and practices
- 4) Water supply planning
- 5) Repair and maintenance of water pumping, treatment and distribution facilities, and hydro-electric facilities
- 6) Environmental regulations, including handling and disposal of hazardous and toxic materials and waste
- 7) Project planning, budgeting, cost estimating, permitting, and record keeping
- 8) Principles of organization and management, and of supervision, training, and effective personnel management
- 9) Safety programs and safe work practices
- 10) Operation of computers, and other office equipment, using both standard and specialized application software

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:

- 1) High school diploma or GED
- 2) College, technical or professional-level classes or coursework in areas applicable to this position highly desirable.

- 3) Ten-to-fifteen years of increasingly responsible experience in the operation and maintenance of water pumping, treatment and distribution systems, including three-to-five years in a supervisory capacity. Experience with water treatment plants and hydroelectric generation is highly desirable.

4) **Grade IV Treatment and/or Distribution certificates are preferred, minimum qualification T-2/D-4.**

SPECIAL REQUIREMENTS

- 1) Must possess the category of California Driver's license required by the State Department of Motor Vehicles to perform the essential duties of the position. Job incumbents must maintain a driving record acceptable to the District and its insurance carrier. Compliance with these requirements and established District vehicle operation standards are a condition of continuing employment.
- 2) May work odd shifts, weekends, or holidays and perform standby duties as assigned. Must be available to respond to emergencies which affect the District such as earthquakes, power outages, pipeline breaks, high water events, and chlorine leaks. The District will provide a vehicle to meet these requirements.
- 3) In order to wear respiratory protection or other safety equipment, facial hair must be maintained as to keep hair growth out from between the skin and the facepiece sealing surface (such as stubble beard growth, beard, mustache or sideburns).
- 4) Must be able to participate in confined space operations.
- 5) **Must possess and maintain a minimum of Grade II Water Treatment Operator's Certificate and a Grade IV Water Distribution Certificate (T-2/D-4). Job incumbents must also meet the State's continuing education requirements to maintain certifications. Compliance with the State certification requirements is a condition of continuing employment.**
- 6) Must acquire basic American Red Cross First Aid/CPR certificates during the initial year of employment.
- 7) Think critically.
- 8) Must be able to communicate well with others, both verbally and in writing; Must be able to understand and carry out oral and written directions.
- 9) Must be able to work cooperatively and get along well with other people.

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 is 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:

- 1) Investigate and solve complex problems involving the ability to:
 - a. Perform visual inspections
 - b. Hear normal versus abnormal noises

- c. View and respond to operational control screens (including alarms)
- 2) Sit for extended periods of time
 - 3) Operate a variety of office equipment (computer, copy machine, fax, etc.)
 - 4) Operate motor vehicles and other equipment
 - 5) Operate a variety of hand and electric tools
 - 6) Perform a variety of physical activities which may involve reaching, bending, squatting, kneeling, crouching, crawling, and climbing, and also manual dexterity
 - 7) Perform additional physical activities to position or move tools, equipment, and supplies which may involve lifting, and pushing or pulling motions
 - 8) Wear a respirator and other personal protective equipment

DRAFT

Humboldt Bay Municipal Water District

ASSISTANT GENERAL MANAGER – M1a Position Description

GENERAL PURPOSE

This position is intended as a temporary training position for the successor General Manager to increase familiarity with not only the requirements of the General Manager position, but the operations of Humboldt Bay Municipal Water District prior to fully assuming the General Manager position.

The General Manager position 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.

ESSENTIAL FUNCTIONS AND DUTIES

While in the Assistant General Manager position, the individual is expected to gain a working knowledge and understanding of all duties of the General Manager as listed in the General Manager job description, with initial focus including, but not limited, to the following:

- 1) Understanding the needs and requirements of serving as the Chief Executive Officer of the District.
- 2) Providing leadership and management including planning, goal setting, and evaluating District effectiveness.
- 3) Supervising, developing, and evaluating the District Superintendent, Business Manager and Executive Assistant/Board Secretary.
- 4) Providing 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) Overseeing the District's safety program. Ensures compliance with Federal, State, and local safety regulations. Develops and supports a strong safety culture in the organization.
- 6) Serving 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.
- 7) Maintaining a close working relationship with the Board, Board committees, the District's legal counsel, auditor, and other consultants who advise the Board.
- 8) Preparing monthly Board meeting agendas and packets including well-developed and written staff reports.
- 9) Serving as liaison representing the District to the general public, the District's wholesale municipal customers, regulatory agencies, the media, and civic or community organizations.

REQUIRED KNOWLEDGE, SKILLS, and ABILITIES

- 1) Understanding of the principles and practices of the following:
 - a. Management and public administration

- b. Planning, analyzing, and developing sound business recommendations
 - c. Financial planning, budgeting, expenditure control, and reporting
 - d. Contract development and administration
 - e. Safety regulations and programs
 - f. Water utility cost-of-service and ratemaking
 - g. Supervision and personnel management, including public sector employment law
- 2) Basic knowledge of engineering and construction principles applicable to the planning, design, and construction of District facilities.
 - 3) 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
 - 4) 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
 - 5) Excellent written and oral communication skills, as well as ability to make effective and persuasive presentations; Ability to understand and carry out oral and written directions; Communicate well with others, including the public, the media, and staff, both verbally and in writing;
 - 6) Operate a variety of office equipment (computer, copy machine, fax, etc.); Proficient in all Microsoft Office products
 - 7) Work cooperatively and get along well with the Board, District staff, customers and the public

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:

- 1) Bachelors Degree from an accredited university or college with a major in Business Administration, Public Administration, Engineering, Water Resources, or closely related field.
- 2) 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

- 1) Possession of a valid California's Driver's license issued by the State Department of Motor Vehicles. Proof of a good driving record, free from multiple or serious violations or accidents, and in accordance with any standards of the District's insurance carrier. Compliance with these requirements and established District vehicle operation standards are a condition of employment.
- 2) Must qualify for fiduciary bonding.

- 3) Must be able to occasionally work evenings and weekends. Must be available to work following an emergency that affects the District's operations.
- 4) 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:

- 1) Operate a motor vehicle
- 2) Sit for extended periods of time
- 3) Perform minor physical activities which involve bending, lifting and reaching.

DRAFT

SALARY SCHEDULES

Humboldt Bay Municipal Water District - FY22 Salary Schedule, with Proposed Changes

		Step 1	Step 2	Step 3	Step 4	Step 5
Position/Job Title						
MANAGEMENT POSITIONS						
M1	General Manager					
M1a	Assistant General Manager	TBD				
M2	Superintendent					
	Annual	\$97,974	\$102,882	\$108,022	\$113,421	\$119,092
	Monthly	\$8,165	\$8,573	\$9,002	\$9,452	\$9,924
	Hourly	\$47	\$49	\$52	\$55	\$57
M2a	Assistant Superintendent	TBD				
M3	Business Manager					
	Annual	\$88,872	\$93,313	\$97,987	\$102,882	\$108,022
	Monthly	\$7,406	\$7,776	\$8,166	\$8,573	\$9,002
	Hourly	\$43	\$45	\$47	\$49	\$52
M4	Maintenance/Electrical Supervisor					
	Annual	\$80,987	\$85,040	\$89,287	\$93,754	\$98,441
	Monthly	\$6,749	\$7,087	\$7,441	\$7,813	\$8,203
	Hourly	\$39	\$41	\$43	\$45	\$47
M5	Water Operations Supervisor					
	Annual	\$79,459	\$83,434	\$87,603	\$91,993	\$96,589
	Monthly	\$6,622	\$6,953	\$7,300	\$7,666	\$8,049
	Hourly	\$38	\$40	\$42	\$44	\$46
M6	Assistant Maintenance / Electrical Supervisor					
	Annual	\$77,129	\$80,987	\$85,040	\$89,287	\$93,754
	Monthly	\$6,427	\$6,749	\$7,087	\$7,441	\$7,813
	Hourly	\$37	\$39	\$41	\$43	\$45
M7	Assistant Water Operations Supervisor					
	Annual	\$75,679	\$79,459	\$83,434	\$87,603	\$91,980
	Monthly	\$6,307	\$6,622	\$6,953	\$7,300	\$7,665
	Hourly	\$36	\$38	\$40	\$42	\$44

Yellow Cells = Requested Changes

Humboldt Bay Municipal Water District - FY22 Salary Schedule, with Proposed Changes, 2 of 3

OPERATIONS & MAINTENANCE POSITIONS											
OM1	Water Operations Specialist	Annual Monthly Hourly	\$71,031	\$74,578	\$78,307	\$82,217	\$86,335				
			\$5,919	\$6,215	\$6,526	\$6,851	\$7,195				
			\$34	\$36	\$38	\$40	\$42				
OM2	Electrician/Instrument Tech	Annual Monthly Hourly	\$67,625	\$71,018	\$74,565	\$78,294	\$82,204				
			\$5,635	\$5,918	\$6,214	\$6,525	\$6,850				
			\$33	\$34	\$36	\$38	\$40				
OM3a OM3b OM3c OM3d	Hydro Operator/Ruth Representative Maintenance Mechanic Operation & Maintenance Technician Operations/Customer Service Specialist	Annual Monthly Hourly	\$58,445	\$61,372	\$64,440	\$67,664	\$71,043				
			\$4,870	\$5,114	\$5,370	\$5,639	\$5,920				
			\$28	\$30	\$31	\$33	\$34				
OM4	Maintenance Worker	Annual Monthly Hourly	\$38,467	\$40,396	\$42,416	\$44,540	\$46,767				
			\$3,206	\$3,366	\$3,535	\$3,712	\$3,897				
			\$18	\$19	\$20	\$21	\$22				

Humboldt Bay Municipal Water District - FY22 Salary Schedule, with Proposed Changes, 3 of 3

ADMINISTRATIVE POSITIONS							
	Senior Program and Regulatory Analyst	Annual Monthly Hourly	\$71,031 \$5,919 \$34	\$74,578 \$6,215 \$36	\$78,307 \$6,526 \$38	\$82,217 \$6,851 \$40	\$86,335 \$7,195 \$42
A1a	Senior Program and Regulatory Analyst	Annual Monthly Hourly	\$71,031 \$5,919 \$34	\$74,578 \$6,215 \$36	\$78,307 \$6,526 \$38	\$82,217 \$6,851 \$40	\$86,335 \$7,195 \$42
A1a A2a	Regulatory Analyst II (1) (formerly Senior Program and Regulatory Analyst) Accounting Specialist II (1) (New Position)	Annual Monthly Hourly	\$74,582 \$6,215 \$36	\$78,311 \$6,526 \$38	\$82,227 \$6,852 \$40	\$86,338 \$7,195 \$42	\$90,655 \$7,555 \$44
A1 A2	Regulatory Analyst (1) (formerly Program and Regulatory Analyst) Accounting Specialist I (formerly Accounting and HR Specialist)	Annual Monthly Hourly	\$58,445 \$4,870 \$28	\$61,372 \$5,114 \$30	\$64,440 \$5,370 \$31	\$67,664 \$5,639 \$33	\$71,043 \$5,920 \$34
A3	Executive Assistant and Board Secretary	Annual Monthly Hourly	\$52,994 \$4,416 \$25	\$55,649 \$4,637 \$27	\$58,432 \$4,869 \$28	\$61,346 \$5,112 \$29	\$64,414 \$5,368 \$31
A4	Accounting Technician II (formerly Customer Service and Accounting/HR Assistant)	Annual Monthly Hourly	\$50,470 \$4,206 \$24	\$52,995 \$4,416 \$25	\$55,649 \$4,637 \$27	\$58,432 \$4,869 \$28	\$61,359 \$5,113 \$29
A5	Accounting Technician I (formerly Customer Service and Accounting Assistant)	Annual Monthly Hourly	\$38,467 \$3,206 \$18	\$40,396 \$3,366 \$19	\$42,416 \$3,535 \$20	\$44,540 \$3,712 \$21	\$46,767 \$3,897 \$22

(Amounts rounded to the nearest \$1)

(1) At any given time, there is only one Regulatory Analyst and one Accounting Specialist position.

**HUMBOLDT COMMUNITY SERVICES DISTRICT
FY 21/22 WAGE & SALARY SCHEDULE EFFECTIVE 7/1/2021**

Classification	STEP 1 Hourly	STEP 2 Hourly	STEP 3 Hourly	STEP 4 Hourly	STEP 5 Hourly	*Step 6 Hourly	*Step 7 Hourly	*Step 8 Hourly	*Step 9 Hourly	*Step 10 Hourly
**Laborer	15.00	15.75	16.54	17.37	18.24					
**Clerk	15.00	15.75	16.54							
Cust. Serv. Rep I	16.12	16.93	17.78	18.67	19.60	20.58	21.61	22.69	23.82	25.01
Cust. Serv. Rep II	20.97	22.02	23.12	24.28	25.49	26.76	28.10	29.51	30.99	32.54
Utilityman I	17.30	18.17	19.08							
Utilityman II	20.27	21.28	22.34	23.46	24.63	25.86	27.15	28.51	29.94	31.44
Utilityman III	24.64	25.87	27.16	28.52	29.95	31.45	33.02	34.67	36.40	38.22
Foreman	31.03	32.58	34.21	35.92	37.72	39.61	41.59	43.67	45.85	48.14
Engineering Tech.	24.28	25.49	26.76	28.10	29.51	30.99	32.54	34.17	35.88	37.67

Standby Duty Pay \$30/DAY, WEEKDAY \$50/DAY, WEEKEND/HOLIDAY

SALARIED EMPLOYEES	Monthly Salary									
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	*Step 6	*Step 7	*Step 8	*Step 9	*Step 10
Admin. Serv. Mgr. I	4,362.00	4,580.00	4,809.00	5,912.00	6,208.00	6,518.00	6,844.00	7,186.00	7,545.00	7,922.00
Admin. Serv. Mgr. II	5,107.00	5,362.00	5,630.00	6,723.00	7,059.00	7,412.00	7,783.00	8,172.00	8,581.00	9,010.00
Assist. Engineer	5,808.00	6,098.00	6,403.00	7,910.00	8,306.00	8,721.00	9,157.00	9,615.00	10,096.00	10,601.00
Finance Manager	6,832.00	7,174.00	7,533.00	8,419.00	8,840.00	9,282.00	9,746.00	10,233.00	10,745.00	11,282.00
Superintendent	7,272.00	7,636.00	8,018.00	11,605.00	12,185.00	12,794.00	13,434.00	14,106.00	14,811.00	15,552.00
General Manager	10,025.00	10,526.00	11,052.00							

* Represents potential maximum of 5% each five year period after reaching Step 5

**Represents seasonal positions w/o benefits

MCSD FY22/23 - Jan 2022 thru Jun 2022
SALARY SCHEDULE - Approved (GM)
 COLA Date: July 1, 2022
 COLA = 8.30%

	GM Monthly and Annual												
	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	L1 STEP 7	L2 STEP 8	L3 STEP 9	FTE Annual STEP 1	FTE Annual STEP 6	FTE Monthly STEP 1	FTE Monthly STEP 6
SUPPORT SERVICES												13,096	
FINANCE DIRECTOR	41.16	43.22	45.38	47.65	50.03	52.53	53.84	55.19	56.57	85,611	109,264	7,134	9,105
BOARD SECRETARY/ADMIN ASSISTANT	26.38	27.70	29.08	30.54	32.06	33.67	34.51	35.37	36.25	54,865	70,024	4,572	5,835
HUMAN RESOURCES & PAYROLL MANAGER	29.69	31.17	32.73	34.37	36.08	37.89	38.83	39.81	40.80	61,747	78,806	5,146	6,567
CUSTOMER SERVICE SUPERVISOR	26.11	27.41	28.78	30.22	31.73	33.32	34.15	35.00	35.88	54,299	69,300	4,525	5,775
CUSTOMER SERVICE SPECIALIST	21.78	22.87	24.01	25.22	26.48	27.80	28.49	29.21	29.94	45,306	57,824	3,776	4,819
CUSTOMER SERVICE REPRESENTATIVE	18.76	19.70	20.69	21.72	22.81	23.95	24.55	25.16	25.79	39,028	49,810	3,252	4,151
OFFICE ASSISTANT	17.59	18.47	19.39	20.36	21.38	22.45	23.01	23.59	24.18	36,586	46,694	3,049	3,891
OPERATIONS													
OPERATIONS DEPARTMENT DIRECTOR	43.20	45.36	47.63	50.01	52.51	55.14	56.52	57.93	59.38	89,863	114,691	7,489	9,558
GIS TECH	25.96	27.25	28.62	30.05	31.55	33.13	33.96	34.80	35.67	53,988	68,904	4,499	5,742
LEADPERSON	33.07	34.72	36.45	38.28	40.19	42.20	43.26	44.34	45.45	68,776	87,777	5,731	7,315
94% LEAD SHIFT OPERATOR	29.68	31.16	32.72	34.36	36.08	37.88	38.83	39.80	40.79	61,735	78,792	5,145	6,566
FACILITIES INSPECTOR	32.93	34.58	36.31	38.12	40.03	42.03	43.08	44.16	45.26	68,496	87,420	5,708	7,285
UTILITYPERSON II	27.10	28.46	29.88	31.37	32.94	34.59	35.45	36.34	37.25	56,371	71,945	4,698	5,995
UTILITYPERSON I	23.11	24.26	25.48	26.75	28.09	29.49	30.23	30.98	31.76	48,063	61,342	4,005	5,112
UTILITY MAINTENANCE	18.77	19.71	20.69	21.73	22.82	23.96	24.56	25.17	25.80	39,043	49,830	3,254	4,152
SEASONAL LABORER	17.59	18.47	19.39	20.36	21.38	22.45				36,586	46,694	3,049	3,891
PARKS & RECREATION													
PARKS & RECREATION DIRECTOR	31.45	33.02	34.67	36.41	38.23	40.14	41.14	42.17	43.23	65,416	83,489	5,451	6,957
RECREATION COORDINATOR	20.80	21.84	22.93	24.07	25.28	26.54	27.21	27.89	28.58	43,257	55,208	3,605	4,601
MAINTENANCE SUPERVISOR	21.71	22.80	23.94	25.13	26.39	27.71	28.40	29.11	29.84	45,158	57,634	3,763	4,803
MAINTENANCE WORKER	18.77	19.71	20.69	21.73	22.82	23.96	24.56	25.17	25.80	39,043	49,830	3,254	4,152
HILLER PARK ACCESS ATTENDANT	17.59	18.47	19.39	20.36	21.38	22.45				36,586	46,694	3,049	3,891
AFTER SCHOOL LEADER	16.00	16.40	16.81	17.23	17.66					33,280	36,735	2,773	3,061
PROGRAM DIRECTOR (no cola)	17.36	17.80	18.24	18.70	19.17					36,118	39,867	3,010	3,322
PROGRAM COORDINATOR (no cola)	16.54	16.95	17.37	17.81	18.25					34,938	37,969	2,867	3,164
RECREATION LEADER II (no cola)	15.75	16.14	16.55	16.96	17.39					32,760	36,161	2,730	3,013
RECREATION LEADER I (no cola)	15.00	15.38	15.76	16.15	16.56					31,200	34,439	2,600	2,870

Longevity pay Steps are dependent on years of full-time continuous service, not on Seniority/Step in a particular position salary range

FY21-22 step
FY22-23 est step incr

Section 4.

Effective 06/26/2022

Reflecting the 4% negotiated salary increase effective the pay period that includes 7/1/22

Based on 26 bi-weekly pay periods

As of 06/26/2022

Classification	Salary Grade	Salary Steps					
		1	2	3	4	5	5A
Maintenance Worker (Parks/Facilities)	G130	Annual \$36,257.64	\$38,070.51	\$39,974.04	\$41,972.76	\$44,071.38	\$45,173.17
		Bi-Weekly \$1,394.52	\$1,464.25	\$1,537.46	\$1,614.34	\$1,695.05	\$1,737.43
		Hourly \$17.43	\$18.30	\$19.22	\$20.18	\$21.19	\$21.72
Maintenance Worker (Streets/Utilities or Natural Resources)	G132	Annual \$36,620.22	\$38,451.22	\$40,373.78	\$42,392.47	\$44,512.09	\$45,624.89
		Bi-Weekly \$1,408.47	\$1,478.89	\$1,552.84	\$1,630.48	\$1,712.00	\$1,754.80
		Hourly \$17.61	\$18.49	\$19.41	\$20.38	\$21.40	\$21.94
Water Meter Technician	G150	Annual \$40,062.16	\$42,065.26	\$44,168.52	\$46,376.95	\$48,695.80	\$49,913.20
Water/Wastewater Operator-In-Training (OIT)		Bi-Weekly \$1,540.85	\$1,617.89	\$1,698.79	\$1,783.73	\$1,872.92	\$1,919.74
		Hourly \$19.26	\$20.22	\$21.23	\$22.30	\$23.41	\$24.00
Energy Program Specialist	G160	Annual \$42,109.59	\$44,215.07	\$46,425.81	\$48,747.10	\$51,184.46	\$52,464.08
Facilities Maintenance Technician (Foodworks)		Bi-Weekly \$1,619.60	\$1,700.58	\$1,785.61	\$1,874.89	\$1,968.63	\$2,017.85
Senior Maintenance Worker (Parks/Facilities)		Hourly \$20.24	\$21.26	\$22.32	\$23.44	\$24.61	\$25.22
Water/Wastewater Mechanic I							
Senior Maintenance Worker (Natural Resources)	G161	Annual \$42,320.12	\$44,436.12	\$46,657.95	\$48,990.83	\$51,440.37	\$52,726.38
		Bi-Weekly \$1,627.70	\$1,709.08	\$1,794.54	\$1,884.26	\$1,978.48	\$2,027.94
		Hourly \$20.35	\$21.36	\$22.43	\$23.55	\$24.73	\$25.35
Collection System Operator I	G162	Annual \$42,531.73	\$44,658.31	\$46,891.23	\$49,235.78	\$51,697.57	\$52,990.01
Senior Maintenance Worker (Streets/Utilities)		Bi-Weekly \$1,635.84	\$1,717.63	\$1,803.51	\$1,893.68	\$1,988.37	\$2,038.08
Senior Maintenance Worker (grandfathered-Natural Resources Class A license)		Hourly \$20.45	\$21.47	\$22.54	\$23.67	\$24.85	\$25.48
Environmental Compliance Technician	G165	Annual \$43,179.14	\$45,338.08	\$47,604.99	\$49,985.24	\$52,484.52	\$53,796.63
Recreation Coordinator		Bi-Weekly \$1,660.74	\$1,743.77	\$1,830.96	\$1,922.51	\$2,018.64	\$2,069.10
		Hourly \$20.76	\$21.80	\$22.89	\$24.03	\$25.23	\$25.86
Administrative Assistant	G170	Annual \$44,263.96	\$46,477.14	\$48,801.02	\$51,241.06	\$53,803.11	\$55,148.19
Community Development Specialist I		Bi-Weekly \$1,702.46	\$1,787.58	\$1,876.96	\$1,970.81	\$2,069.35	\$2,121.08
Construction Specialist (Community Services Division)		Hourly \$21.28	\$22.34	\$23.46	\$24.64	\$25.87	\$26.51

Salary Grade

1	2	3	4	5	5A
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Classification
 Construction Specialist (Streets/Utilities)
 Finance Specialist
 Planner I
 Water/Wastewater Mechanic II

Classification	Annual	Bi-Weekly	Hourly	1	2	3	4	5	5A
Transit Operations Assistant									
G171	\$ 44,485.25	\$ 1,710.97	\$ 21.39	\$ 46,709.53	\$ 1,796.52	\$ 22.46	\$ 49,045.01	\$ 1,886.35	\$ 23.58
				\$ 51,497.24	\$ 1,980.66	\$ 24.76	\$ 54,072.12	\$ 2,079.70	\$ 26.00
				\$ 55,423.92	\$ 2,131.69	\$ 26.65			
Collection System Operator II Equipment Operator Mechanic Traffic Control Technician									
G172	\$ 44,707.70	\$ 1,719.53	\$ 21.49	\$ 46,943.07	\$ 1,805.50	\$ 22.57	\$ 49,290.24	\$ 1,895.78	\$ 23.70
				\$ 51,754.74	\$ 1,990.57	\$ 24.88	\$ 54,342.49	\$ 2,090.10	\$ 26.13
				\$ 55,701.05	\$ 2,142.35	\$ 26.78			
Natural Resources Technician Water/Wastewater Plant Operator I									
G179	\$ 46,296.10	\$ 1,780.62	\$ 22.26	\$ 48,610.90	\$ 1,869.65	\$ 23.37	\$ 51,041.44	\$ 1,963.13	\$ 24.54
				\$ 53,593.52	\$ 2,061.29	\$ 25.77	\$ 56,273.20	\$ 2,164.35	\$ 27.05
				\$ 57,680.03	\$ 2,218.46	\$ 27.73			
Administrative Specialist									
G185	\$ 47,701.77	\$ 1,834.68	\$ 22.93	\$ 50,086.88	\$ 1,926.42	\$ 24.08	\$ 52,591.21	\$ 2,022.74	\$ 25.28
				\$ 55,220.78	\$ 2,123.88	\$ 26.55	\$ 57,981.82	\$ 2,230.07	\$ 27.88
				\$ 59,431.36	\$ 2,285.82	\$ 28.57			
Community Development Specialist II Maintenance Crew Leader (Parks/Facilities) Planner II Recreation Supervisor Water/Wastewater Operator II									
G189	\$ 48,664.37	\$ 1,871.71	\$ 23.40	\$ 51,097.59	\$ 1,965.29	\$ 24.57	\$ 53,652.48	\$ 2,063.56	\$ 25.79
				\$ 56,335.09	\$ 2,166.73	\$ 27.08	\$ 59,151.85	\$ 2,275.07	\$ 28.44
				\$ 60,630.65	\$ 2,331.95	\$ 29.15			
Maintenance Crew Leader (Natural Resources)									
G190	\$ 48,907.70	\$ 1,881.07	\$ 23.51	\$ 51,353.09	\$ 1,975.12	\$ 24.69	\$ 53,920.72	\$ 2,073.87	\$ 25.92
				\$ 56,616.77	\$ 2,177.57	\$ 27.22	\$ 59,447.61	\$ 2,286.45	\$ 28.58
				\$ 60,933.80	\$ 2,343.61	\$ 29.30			
Lead Collection System Operator Lead Mechanic Lead Water/Wastewater Mechanic Maintenance Crew Leader (Streets/Utilities) Maintenance Crew Leader (grandfathered-Natural Resources Class A license)									
G191	\$ 49,152.23	\$ 1,890.47	\$ 23.63	\$ 51,609.82	\$ 1,984.99	\$ 24.81	\$ 54,190.31	\$ 2,084.24	\$ 26.05
				\$ 56,899.82	\$ 2,188.45	\$ 27.36	\$ 59,744.83	\$ 2,297.88	\$ 28.72
				\$ 61,238.46	\$ 2,355.33	\$ 29.44			
Building Inspector I									
G199	\$ 51,154.89	\$ 2,000.00	\$ 25.00	\$ 53,712.64	\$ 2,080.00	\$ 26.00	\$ 56,398.28	\$ 2,160.00	\$ 27.00
				\$ 59,218.19	\$ 2,240.00	\$ 28.00	\$ 62,179.09	\$ 2,320.00	\$ 29.00
				\$ 63,733.58	\$ 2,480.00	\$ 30.00			

	1	2	3	4	5	5A
Bi-Weekly	\$ 1,967.50	\$ 2,065.87	\$ 2,169.16	\$ 2,277.62	\$ 2,391.50	\$ 2,451.29
Hourly	\$ 24.59	\$ 25.82	\$ 27.11	\$ 28.47	\$ 29.89	\$ 30.64

Classification
Engineering Technician I
Environmental Compliance Officer
Senior Construction Specialist (Community Services Division)
Senior Construction Specialist (Streets/Utilities Division)

Salary Grade
G209
G223
G233

Code Compliance/Permit Technician	\$ 53,712.63	\$ 56,398.26	\$ 59,218.17	\$ 62,179.08	\$ 65,288.04	\$ 66,920.26
Bi-Weekly	\$ 2,065.87	\$ 2,169.16	\$ 2,277.62	\$ 2,391.50	\$ 2,511.08	\$ 2,573.86
Hourly	\$ 25.82	\$ 27.11	\$ 28.47	\$ 29.89	\$ 31.39	\$ 32.17
Building Inspector II	\$ 57,293.48	\$ 60,158.13	\$ 63,166.06	\$ 66,324.35	\$ 69,640.56	\$ 71,381.60
Engineering Technician II	\$ 2,203.60	\$ 2,313.77	\$ 2,429.46	\$ 2,550.94	\$ 2,678.48	\$ 2,745.45
GIS Coordinator	\$ 27.54	\$ 28.92	\$ 30.37	\$ 31.89	\$ 33.48	\$ 34.32
Parks/Facilities/Natural Resources Supervisor	\$ 60,158.14	\$ 63,166.06	\$ 66,324.36	\$ 69,640.56	\$ 73,122.61	\$ 74,950.68
Plant Operations Supervisor	\$ 2,313.77	\$ 2,429.46	\$ 2,550.94	\$ 2,678.48	\$ 2,812.41	\$ 2,882.72
Streets/Fleet Supervisor	\$ 28.92	\$ 30.37	\$ 31.89	\$ 33.48	\$ 35.16	\$ 36.03
Utilities Supervisor						

CalPERS Program:
 MISCELLANEOUS EMPLOYEES: 2.7% @ 55, for "Classic Members", currently employee pay 9% (8% member rate and 1% of employer rate); 2% @ 55, for "Classic Members", currently employees pay 8% (7% member rate and 1% of employer rate); 2% @ 62, for "New Members", currently employees pay 6.75% (6.75% member rate [subject to CalPERS actuary change annually]).
 Effective the pay period that includes July 1, 2018, the City shall implement a Step 5A that is 2.5% higher than Step 5 for each represented classification.

City of Arcata
Confidential & Management

Section 2.

Effective 06/26/2022

Reflecting the 4% negotiated salary increase effective the pay period that includes 7/1/21 and additional Step 5A* effective the pay period that includes 7/1/22

Based on 26 bi-weekly pay periods

MANAGEMENT, MID-MANAGEMENT, CONFIDENTIAL CLASSIFICATIONS:

Classification	Salary Grade	Salary Steps						
		1	2	3	4	5	5A	
Executive Assistant/Deputy City Clerk	C177	Annual	\$ 53,829.36	\$ 56,250.84	\$ 59,346.87	\$ 62,314.23	\$ 65,429.94	\$ 67,065.69
		Bi-Weekly	\$ 2,070.36	\$ 2,163.49	\$ 2,282.57	\$ 2,396.70	\$ 2,516.54	\$ 2,579.45
		Hourly	\$ 25.88	\$ 27.04	\$ 28.53	\$ 29.96	\$ 31.46	\$ 32.24
Payroll/Personnel Specialist Personnel Specialist	C185	Annual	\$ 56,028.11	\$ 58,829.50	\$ 61,770.98	\$ 64,859.52	\$ 68,102.50	\$ 69,805.06
		Bi-Weekly	\$ 2,154.93	\$ 2,262.67	\$ 2,375.81	\$ 2,494.60	\$ 2,619.33	\$ 2,684.81
		Hourly	\$ 26.94	\$ 28.28	\$ 29.70	\$ 31.18	\$ 32.74	\$ 33.56
City Clerk Juvenile Diversion Counselor I	M142	Annual	\$ 64,221.93	\$ 67,433.04	\$ 70,804.70	\$ 74,344.92	\$ 78,062.15	\$ 80,013.70
		Bi-Weekly	\$ 2,470.07	\$ 2,593.58	\$ 2,723.26	\$ 2,859.42	\$ 3,002.39	\$ 3,077.45
		Hourly	\$ 30.88	\$ 32.42	\$ 34.04	\$ 35.74	\$ 37.53	\$ 38.47
Contracts & Special Projects Manager Environmental Programs Manager Finance Manager Information Technology Manager Police Business Manager Project and Grant Manager SCADA Systems Manager Senior Planner Transit Manager	M152	Annual	\$ 67,512.13	\$ 70,887.72	\$ 74,432.12	\$ 78,153.71	\$ 82,061.39	\$ 84,112.92
		Bi-Weekly	\$ 2,596.62	\$ 2,726.45	\$ 2,862.77	\$ 3,005.91	\$ 3,156.21	\$ 3,235.11
		Hourly	\$ 32.46	\$ 34.08	\$ 35.78	\$ 37.57	\$ 39.45	\$ 40.44
Juvenile Diversion Counselor II (licensed MFT/LCSW)	M170	Annual	\$ 73,855.24	\$ 77,548.00	\$ 81,425.38	\$ 85,496.66	\$ 89,771.50	\$ 92,015.79
		Bi-Weekly	\$ 2,840.59	\$ 2,982.62	\$ 3,131.75	\$ 3,288.33	\$ 3,452.75	\$ 3,539.07
		Hourly	\$ 35.51	\$ 37.28	\$ 39.15	\$ 41.10	\$ 43.16	\$ 44.24
Building Official	M185	Annual	\$ 79,394.38	\$ 83,364.10	\$ 87,532.31	\$ 91,800.76	\$ 96,504.37	\$ 98,916.98
		Bi-Weekly	\$ 3,053.63	\$ 3,206.31	\$ 3,366.63	\$ 3,530.80	\$ 3,711.71	\$ 3,804.50
		Hourly	\$ 38.17	\$ 40.08	\$ 42.08	\$ 44.13	\$ 46.40	\$ 47.56
Assistant City Engineer Deputy Director Community Development Deputy Director Environmental Services (Community Services) Deputy Director Environmental Services (Utilities/Streets)	M198	Annual	\$ 84,927.98	\$ 89,174.36	\$ 93,633.07	\$ 98,314.74	\$ 103,230.49	\$ 105,811.25
		Bi-Weekly	\$ 3,266.46	\$ 3,429.78	\$ 3,601.27	\$ 3,781.34	\$ 3,970.40	\$ 4,069.66
		Hourly	\$ 40.83	\$ 42.87	\$ 45.02	\$ 47.27	\$ 49.63	\$ 50.87
Police Lieutenant	MS198	Annual	\$ 92,077.81	\$ 96,681.71	\$ 101,515.79	\$ 106,591.58	\$ 111,921.17	\$ 114,719.20
		Bi-Weekly	\$ 3,541.45	\$ 3,718.53	\$ 3,904.45	\$ 4,099.68	\$ 4,304.66	\$ 4,412.28
		Hourly	\$ 44.27	\$ 46.48	\$ 48.81	\$ 51.25	\$ 53.81	\$ 55.15
Assistant City Manager City Engineer Director of Environmental Services Director of Community Development Finance Director Special Project Engineer	M232	Annual	\$ 100,619.64	\$ 105,650.62	\$ 110,933.15	\$ 116,479.81	\$ 122,303.79	\$ 125,361.38
		Bi-Weekly	\$ 3,869.99	\$ 4,063.49	\$ 4,266.66	\$ 4,479.99	\$ 4,703.99	\$ 4,821.59
		Hourly	\$ 48.37	\$ 50.79	\$ 53.33	\$ 56.00	\$ 58.80	\$ 60.27
Chief of Police	MS232	Annual	\$ 109,098.19	\$ 114,553.09	\$ 120,280.76	\$ 126,294.79	\$ 132,609.54	\$ 135,924.78
		Bi-Weekly	\$ 4,196.08	\$ 4,405.89	\$ 4,626.18	\$ 4,857.49	\$ 5,100.37	\$ 5,227.88
		Hourly	\$ 52.45	\$ 55.07	\$ 57.83	\$ 60.72	\$ 63.75	\$ 65.35

Classification	Salary Grade	Salary Steps
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APPOINTED CLASSIFICATIONS:

City Manager	CM100	Annual	\$ 120,000.00	\$ 129,150.00	\$ 135,607.50	\$ 142,387.88	\$ 149,507.27
		Bi-Weekly	\$ 4,615.38	\$ 4,967.31	\$ 5,215.67	\$ 5,476.46	\$ 5,750.28
		Hourly	\$ 57.69	\$ 62.09	\$ 65.20	\$ 68.46	\$ 71.88

CalPERS Program:
MISCELLANEOUS EMPLOYEES: 2.7% @ 55, for "Classic Members", currently employees pay 11% (8% member rate and 3% of employer rate); 2% @ 55, for "Classic Members", currently employees pay 10% (7% member rate and 3% of employer rate); 2% @ 62, for "New Members", currently employees pay 9.75% (6.75% member rate [subject to CalPERS actuary change annually] and 3% of employer rate).
SAFETY EMPLOYEES: 3% @ 50 AND 3% @ 55, for "Classic Members", currently employees pay 12% (9% member rate and 3% of employer rate); 2.7% @ 57, for "New Members", currently employees pay 14.5% (13% member rate [subject to CalPERS actuary change annually] and 1.6% of employer rate).
**Effective the pay period that includes July 1, 2022, the City shall implement a Step 5A that is 2.5% higher than Step 5 for each represented classification.*

City of Eureka
 Job Classifications and Pay Ranges
 Effective January 1, 2022

Classification	Grade Code	Type	Step 1	Step 2	Step 3	Step 4	Step 5
Accountant I	GC094	Annual	49,612	52,094	54,698	57,433	60,306
		Monthly	4,134	4,341	4,558	4,786	5,025
		Semi-monthly	2,067.17	2,170.57	2,279.07	2,393.04	2,512.73
		Hourly	23.852	25.045	26.297	27.612	28.993
Accountant II	GC114	Annual	54,814	57,556	60,434	63,457	66,629
		Monthly	4,568	4,796	5,036	5,288	5,552
		Semi-monthly	2,283.93	2,398.15	2,518.10	2,644.03	2,776.19
		Hourly	26.353	27.671	29.055	30.508	32.033
Accounting Specialist	GC013	Annual	33,124	34,780	36,519	38,345	40,263
		Monthly	2,760	2,898	3,043	3,195	3,355
		Semi-monthly	1,380.17	1,449.15	1,521.61	1,597.70	1,677.61
		Hourly	15.925	16.721	17.557	18.435	19.357
Accounting Supervisor	GC143	Annual	63,346	66,514	69,840	73,332	76,999
		Monthly	5,279	5,543	5,820	6,111	6,417
		Semi-monthly	2,639.43	2,771.43	2,910.01	3,055.52	3,208.31
		Hourly	30.455	31.978	33.577	35.256	37.019
Accounting Technician I	GC041	Annual	38,089	39,994	41,993	44,092	46,297
		Monthly	3,174	3,333	3,499	3,674	3,858
		Semi-monthly	1,587.04	1,666.43	1,749.71	1,837.16	1,929.03
		Hourly	18.312	19.228	20.189	21.198	22.258
Accounting Technician II	GC051	Annual	40,036	42,037	44,140	46,347	48,664
		Monthly	3,336	3,503	3,678	3,862	4,055
		Semi-monthly	1,668.16	1,751.53	1,839.15	1,931.11	2,027.65
		Hourly	19.248	20.210	21.221	22.282	23.396
Administrative Assistant - CONF	GC013	Annual	33,124	34,780	36,519	38,345	40,263
		Monthly	2,760	2,898	3,043	3,195	3,355
		Semi-monthly	1,380.17	1,449.15	1,521.61	1,597.70	1,677.61
		Hourly	15.925	16.721	17.557	18.435	19.357
Administrative Assistant - ECEA	GC013	Annual	33,124	34,780	36,519	38,345	40,263
		Monthly	2,760	2,898	3,043	3,195	3,355
		Semi-monthly	1,380.17	1,449.15	1,521.61	1,597.70	1,677.61
		Hourly	15.925	16.721	17.557	18.435	19.357
Administrative Technician I - CONF	GC041	Annual	38,089	39,994	41,993	44,092	46,297
		Monthly	3,174	3,333	3,499	3,674	3,858
		Semi-monthly	1,587.04	1,666.43	1,749.71	1,837.16	1,929.03
		Hourly	18.312	19.228	20.189	21.198	22.258
Administrative Technician I - ECEA	GC041	Annual	38,089	39,994	41,993	44,092	46,297
		Monthly	3,174	3,333	3,499	3,674	3,858
		Semi-monthly	1,587.04	1,666.43	1,749.71	1,837.16	1,929.03
		Hourly	18.312	19.228	20.189	21.198	22.258
Administrative Technician II - CONF	GC051	Annual	40,036	42,037	44,140	46,347	48,664
		Monthly	3,336	3,503	3,678	3,862	4,055
		Semi-monthly	1,668.16	1,751.53	1,839.15	1,931.11	2,027.65
		Hourly	19.248	20.210	21.221	22.282	23.396
Administrative Technician II - ECEA	GC051	Annual	40,036	42,037	44,140	46,347	48,664
		Monthly	3,336	3,503	3,678	3,862	4,055
		Semi-monthly	1,668.16	1,751.53	1,839.15	1,931.11	2,027.65
		Hourly	19.248	20.210	21.221	22.282	23.396
Animal Control Officer	GC044	Annual	38,663	40,595	42,625	44,757	46,996
		Monthly	3,222	3,383	3,552	3,730	3,916
		Semi-monthly	1,610.96	1,691.47	1,776.06	1,864.89	1,958.15
		Hourly	18.588	19.517	20.493	21.518	22.594
Animal Curator	GC041	Annual	38,089	39,994	41,993	44,092	46,297
		Monthly	3,174	3,333	3,499	3,674	3,858
		Semi-monthly	1,587.04	1,666.43	1,749.71	1,837.16	1,929.03
		Hourly	18.312	19.228	20.189	21.198	22.258
Assistant City Manager/City Clerk/Chief Information Officer	GC261	Annual	114,102	119,808	125,798	132,088	138,692
		Monthly	9,509	9,984	10,483	11,007	11,558
		Semi-monthly	4,754.27	4,992.00	5,241.60	5,503.68	5,778.85
		Hourly	54.857	57.600	60.480	63.504	66.679
Assistant Community Services Coordinator	GC008	Annual	32,309	33,925	35,622	37,403	39,272
		Monthly	2,692	2,827	2,969	3,117	3,273
		Semi-monthly	1,346.19	1,413.53	1,484.25	1,558.44	1,636.35
		Hourly	15.533	16.310	17.126	17.982	18.881

City of Eureka
Job Classifications and Pay Ranges
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Classification	Grade Code	Type	Step 1	Step 2	Step 3	Step 4	Step 5
Assistant Engineer I	GC082	Annual	46,731	49,057	51,522	54,099	56,803
		Monthly	3,894	4,089	4,293	4,508	4,734
		Semi-monthly	1,947.14	2,044.47	2,146.73	2,254.11	2,366.78
		Hourly	22.467	23.590	24.770	26.009	27.309
Assistant Engineer II	GC102	Annual	51,630	54,211	56,921	59,767	62,756
		Monthly	4,302	4,518	4,743	4,981	5,230
		Semi-monthly	2,151.24	2,258.79	2,371.72	2,490.28	2,614.82
		Hourly	24.822	26.063	27.366	28.734	30.171
Assistant Planner	GC094	Annual	49,612	52,094	54,698	57,433	60,306
		Monthly	4,134	4,341	4,558	4,786	5,025
		Semi-monthly	2,067.17	2,170.57	2,279.07	2,393.04	2,512.73
		Hourly	23.852	25.045	26.297	27.612	28.993
Associate Planner	GC114	Annual	54,814	57,556	60,434	63,457	66,629
		Monthly	4,568	4,796	5,036	5,288	5,552
		Semi-monthly	2,283.93	2,398.15	2,518.10	2,644.03	2,776.19
		Hourly	26.353	27.671	29.055	30.508	32.033
Building Inspector I	GC071	Annual	44,238	46,448	48,772	51,210	53,770
		Monthly	3,686	3,871	4,064	4,267	4,481
		Semi-monthly	1,843.23	1,935.35	2,032.16	2,133.73	2,240.42
		Hourly	21.268	22.331	23.448	24.620	25.851
Building Inspector II	GC090	Annual	48,632	51,064	53,618	56,299	59,114
		Monthly	4,053	4,255	4,468	4,692	4,926
		Semi-monthly	2,026.35	2,127.67	2,234.09	2,345.81	2,463.07
		Hourly	23.381	24.550	25.778	27.067	28.420
Chief Building Official	GC192	Annual	80,885	84,929	89,176	93,635	98,317
		Monthly	6,740	7,077	7,431	7,803	8,193
		Semi-monthly	3,370.21	3,538.69	3,715.66	3,901.47	4,096.56
		Hourly	38.887	40.831	42.873	45.017	47.268
City Attorney	GC303	Annual					171,018
		Monthly					14,251
		Semi-monthly					7,125.73
		Hourly					82,220
City Engineer	GC221	Annual	93,463	98,136	103,043	108,195	113,605
		Monthly	7,789	8,178	8,587	9,016	9,467
		Semi-monthly	3,894.28	4,089.02	4,293.47	4,508.14	4,733.56
		Hourly	44.934	47.181	49.540	52.017	54.618
City Manager	GC303	Annual	140,697	147,732	155,118	162,874	171,018
		Monthly	11,725	12,311	12,927	13,573	14,251
		Semi-monthly	5,862.39	6,155.50	6,463.25	6,786.43	7,125.73
		Hourly	67.643	71.025	74.576	78.305	82.220
Code Enforcement Officer I	GC071	Annual	44,238	46,448	48,772	51,210	53,770
		Monthly	3,686	3,871	4,064	4,267	4,481
		Semi-monthly	1,843.23	1,935.35	2,032.16	2,133.73	2,240.42
		Hourly	21.268	22.331	23.448	24.620	25.851
Code Enforcement Officer II	GC090	Annual	48,632	51,064	53,618	56,299	59,114
		Monthly	4,053	4,255	4,468	4,692	4,926
		Semi-monthly	2,026.35	2,127.67	2,234.09	2,345.81	2,463.07
		Hourly	23.381	24.550	25.778	27.067	28.420
Code Enforcement Program Manager	GC133	Annual	60,262	63,276	66,439	69,761	73,249
		Monthly	5,022	5,273	5,537	5,813	6,104
		Semi-monthly	2,510.91	2,636.49	2,768.31	2,906.71	3,052.05
		Hourly	28.972	30.421	31.942	33.539	35.216
Communications Dispatcher	GC070	Annual	44,017	46,218	48,528	50,956	53,504
		Monthly	3,668	3,851	4,044	4,246	4,459
		Semi-monthly	1,834.04	1,925.73	2,022.02	2,123.16	2,229.33
		Hourly	21.162	22.220	23.331	24.498	25.723
Communications Dispatcher (with Intermediate P.O.S.T. Certificate)	GC070 + 3%	Annual	45,337.51	47,604.54	49,983.84	52,484.68	55,109.12
		Monthly	3,778.04	3,966.53	4,165.32	4,373.38	4,592.77
		Semi-monthly	1,889.06	1,983.50	2,082.68	2,186.85	2,296.21
		Hourly	21.797	22.887	24.031	25.233	26.495
Communications Dispatcher (with Advanced P.O.S.T. Certificate)	GC070 + 6%	Annual	46,658.02	48,991.08	51,439.68	54,013.36	56,714.24
		Monthly	3,888.08	4,082.06	4,286.64	4,500.76	4,726.54
		Semi-monthly	1,944.08	2,041.27	2,143.34	2,250.55	2,363.09
		Hourly	22.432	23.553	24.731	25.968	27.266
Communications Dispatcher Trainee	GC001	Annual	31,200	32,760	34,399	36,119	37,925
		Monthly	2,600	2,730	2,867	3,010	3,160
		Semi-monthly	1,300	1,365	1,433.29	1,504.97	1,580.19
		Hourly	15.00	15.75	16.538	17.365	18.233

City of Eureka
Job Classifications and Pay Ranges
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Classification	Grade Code	Type	Step 1	Step 2	Step 3	Step 4	Step 5
Communications Manager - Y Rated	GC179	Annual	75,804	79,593	83,572	87,751	92,138
		Monthly	6,317	6,633	6,954	7,313	7,678
		Semi-monthly	3,158.48	3,315.39	3,482.18	3,656.29	3,839.07
		Hourly	36.444	38.266	40.179	42.188	44.297
Community Services Coordinator	GC041	Annual	38,089	39,994	41,993	44,092	46,297
		Monthly	3,174	3,333	3,499	3,674	3,858
		Semi-monthly	1,587.04	1,666.43	1,749.71	1,837.16	1,929.03
		Hourly	18.312	19.228	20.189	21.198	22.258
Community Services Director	GC241	Annual	103,268	108,430	113,853	119,546	125,524
		Monthly	8,606	9,036	9,488	9,962	10,460
		Semi-monthly	4,302.83	4,517.93	4,743.87	4,981.08	5,230.16
		Hourly	49.648	52.130	54.737	57.474	60.348
Community Services Officer	GC028	Annual	35,697	37,482	39,356	41,323	43,389
		Monthly	2,975	3,123	3,280	3,444	3,616
		Semi-monthly	1,487.37	1,561.73	1,639.82	1,721.81	1,807.87
		Hourly	17.162	18.020	18.921	19.867	20.860
Community Services Supervisor	GC079	Annual	46,037	48,339	50,756	53,294	55,958
		Monthly	3,836	4,028	4,230	4,441	4,663
		Semi-monthly	1,918.19	2,014.13	2,114.84	2,220.57	2,331.59
		Hourly	22.133	23.240	24.402	25.622	26.903
Community Services/Zoo Activities Coordinator	GC018	Annual	33,960	35,658	37,440	39,312	41,278
		Monthly	2,830	2,971	3,120	3,276	3,440
		Semi-monthly	1,415.01	1,485.73	1,560.00	1,638.00	1,719.00
		Hourly	16.327	17.143	18.000	18.900	19.845
Councilmember	AC002	Annual					6,000
		Monthly					500
		Semi-monthly					250
		Hourly					2.885
Custodian	GC006	Annual	31,988	33,588	35,266	37,030	38,881
		Monthly	2,666	2,799	2,939	3,086	3,240
		Semi-monthly	1,332.85	1,399.49	1,469.43	1,542.93	1,620.06
		Hourly	15.379	16.148	16.955	17.803	18.693
Deputy City Engineer	GC182	Annual	76,945	80,793	84,833	89,074	93,527
		Monthly	6,412	6,733	7,069	7,423	7,794
		Semi-monthly	3,206.06	3,366.39	3,534.70	3,711.41	3,896.97
		Hourly	35.993	38.843	40.785	42.824	44.965
Deputy Community Services Director	GC182	Annual	76,945	80,793	84,833	89,074	93,527
		Monthly	6,412	6,733	7,069	7,423	7,794
		Semi-monthly	3,206.06	3,366.39	3,534.70	3,711.41	3,896.97
		Hourly	35.993	38.843	40.785	42.824	44.965
Deputy Finance Director	GC182	Annual	76,945	80,793	84,833	89,074	93,527
		Monthly	6,412	6,733	7,069	7,423	7,794
		Semi-monthly	3,206.06	3,366.39	3,534.70	3,711.41	3,896.97
		Hourly	35.993	38.843	40.785	42.824	44.965
Deputy Public Works Director-Field Operations	GC192	Annual	80,885	84,929	89,176	93,635	98,317
		Monthly	6,740	7,077	7,431	7,803	8,193
		Semi-monthly	3,370.21	3,538.69	3,715.66	3,901.47	4,096.56
		Hourly	38.887	40.831	42.873	45.017	47.268
Deputy Public Works Director-Utility Operations	GC192	Annual	80,885	84,929	89,176	93,635	98,317
		Monthly	6,740	7,077	7,431	7,803	8,193
		Semi-monthly	3,370.21	3,538.69	3,715.66	3,901.47	4,096.56
		Hourly	38.887	40.831	42.873	45.017	47.268
Director of Public Works	GC251	Annual	108,549	113,976	119,575	125,659	131,943
		Monthly	9,046	9,498	9,973	10,472	10,995
		Semi-monthly	4,522.87	4,748.99	4,986.45	5,235.79	5,497.61
		Hourly	52.187	54.796	57.536	60.413	63.434
Economic Development Coordinator	GC061	Annual	42,085	44,190	46,398	48,718	51,153
		Monthly	3,507	3,682	3,867	4,060	4,263
		Semi-monthly	1,753.53	1,841.23	1,933.27	2,029.91	2,131.39
		Hourly	20.233	21.245	22.307	23.422	24.593

City of Eureka
Job Classifications and Pay Ranges
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Classification	Grade Code	Type	Step 1	Step 2	Step 3	Step 4	Step 5
Electrical & Instrumentation Technician	GC105	Annual	52,408	55,028	57,780	60,669	63,702
		Monthly	4,367	4,586	4,815	5,056	5,309
		Semi-monthly	2,183.65	2,292.85	2,407.51	2,527.89	2,654.25
		Hourly	25.196	26.456	27.779	29.168	30.626
Electrician	GC088	Annual	48,150	50,556	53,084	55,738	58,525
		Monthly	4,013	4,213	4,424	4,645	4,877
		Semi-monthly	2,006.25	2,106.52	2,211.82	2,322.41	2,438.54
		Hourly	23.149	24.306	25.521	26.797	28.137
Emergency Operations Analyst I	GC094	Annual	49,612	52,094	54,698	57,433	60,306
		Monthly	4,134	4,341	4,558	4,786	5,025
		Semi-monthly	2,067.17	2,170.57	2,279.07	2,393.04	2,512.73
		Hourly	23.852	25.045	26.297	27.612	28.993
Emergency Operations Analyst II	GC114	Annual	54,814	57,556	60,434	63,457	66,629
		Monthly	4,568	4,796	5,036	5,288	5,552
		Semi-monthly	2,283.93	2,398.15	2,518.10	2,644.03	2,776.19
		Hourly	26.353	27.671	29.055	30.508	32.033
Engineering Technician I	GC032	Annual	36,417	38,237	40,148	42,155	44,262
		Monthly	3,035	3,185	3,346	3,513	3,689
		Semi-monthly	1,517.36	1,593.19	1,672.84	1,756.47	1,844.27
		Hourly	17.508	18.383	19.302	20.267	21.280
Engineering Technician II	GC062	Annual	42,295	44,410	46,632	48,963	51,411
		Monthly	3,525	3,701	3,886	4,080	4,284
		Semi-monthly	1,762.28	1,850.42	1,942.98	2,040.13	2,142.14
		Hourly	20.334	21.351	22.419	23.540	24.717
Equipment Mechanic I	GC055	Annual	40,843	42,885	45,030	47,280	49,645
		Monthly	3,404	3,574	3,753	3,940	4,137
		Semi-monthly	1,701.79	1,786.89	1,876.25	1,970.02	2,068.56
		Hourly	19.636	20.618	21.649	22.731	23.868
Equipment Mechanic II	GC074	Annual	44,903	47,147	49,504	51,979	54,579
		Monthly	3,742	3,929	4,125	4,332	4,548
		Semi-monthly	1,870.96	1,964.47	2,062.67	2,165.80	2,274.13
		Hourly	21.588	22.667	23.800	24.990	26.240
Evidence Technician I	GC041	Annual	38,089	39,994	41,993	44,092	46,297
		Monthly	3,174	3,333	3,499	3,674	3,858
		Semi-monthly	1,587.04	1,666.43	1,749.71	1,837.16	1,929.03
		Hourly	18.312	19.228	20.189	21.198	22.258
Evidence Technician II	GC051	Annual	40,036	42,037	44,140	46,347	48,664
		Monthly	3,336	3,503	3,678	3,862	4,055
		Semi-monthly	1,668.16	1,751.53	1,839.15	1,931.11	2,027.65
		Hourly	19.248	20.210	21.221	22.282	23.396
Executive Assistant	GC061	Annual	42,085	44,190	46,398	48,718	51,153
		Monthly	3,507	3,682	3,867	4,060	4,263
		Semi-monthly	1,753.53	1,841.23	1,933.27	2,029.91	2,131.39
		Hourly	20.293	21.245	22.307	23.422	24.593
Facilities Maintenance Superintendent	GC133	Annual	60,262	63,276	66,439	69,761	73,249
		Monthly	5,022	5,273	5,537	5,813	6,104
		Semi-monthly	2,510.91	2,636.49	2,768.31	2,906.71	3,052.05
		Hourly	28.972	30.421	31.942	33.539	35.216
Facilities Maintenance Specialist	GC070	Annual	44,017	46,218	48,528	50,956	53,504
		Monthly	3,668	3,851	4,044	4,246	4,459
		Semi-monthly	1,834.04	1,925.73	2,022.02	2,123.16	2,229.33
		Hourly	21.162	22.220	23.331	24.498	25.723
Facilities Maintenance Technician	GC050	Annual	39,836	41,829	43,921	46,118	48,425
		Monthly	3,320	3,486	3,660	3,843	4,035
		Semi-monthly	1,659.84	1,742.87	1,830.05	1,921.57	2,017.69
		Hourly	19.152	20.110	21.116	22.172	23.281
Field Superintendent	GC143	Annual	63,346	66,514	69,840	73,332	76,999
		Monthly	5,279	5,543	5,820	6,111	6,417
		Semi-monthly	2,639.43	2,771.43	2,910.01	3,055.52	3,208.31
		Hourly	30.455	31.978	33.577	35.256	37.019
Finance Director	GC241	Annual	103,268	108,430	113,853	119,546	125,524
		Monthly	8,606	9,036	9,488	9,962	10,460
		Semi-monthly	4,302.83	4,517.93	4,743.87	4,981.08	5,230.16
		Hourly	49.648	52.130	54.737	57.474	60.348

City of Eureka
Job Classifications and Pay Ranges
Effective January 1, 2022

Classification	Grade Code	Type	Step 1	Step 2	Step 3	Step 4	Step 5
Finance Office Supervisor - CONF	GC079	Annual	46,037	48,339	50,756	53,294	55,958
		Monthly	3,836	4,028	4,230	4,441	4,663
		Semi-monthly	1,918.19	2,014.13	2,114.84	2,220.57	2,331.59
		Hourly	22.133	23.240	24.402	25.622	26.903
Finance Office Supervisor - ECEA	GC079	Annual	46,037	48,339	50,756	53,294	55,958
		Monthly	3,836	4,028	4,230	4,441	4,663
		Semi-monthly	1,918.19	2,014.13	2,114.84	2,220.57	2,331.59
		Hourly	22.133	23.240	24.402	25.622	26.903
Fleet Services Manager	GC153	Annual	66,585	69,915	73,411	77,083	80,937
		Monthly	5,549	5,826	6,118	6,424	6,745
		Semi-monthly	2,774.37	2,913.13	3,058.81	3,211.78	3,371.37
		Hourly	32.012	33.613	35.294	37.059	38.912
GIS Coordinator	GC104	Annual	52,148	54,756	57,493	60,368	63,386
		Monthly	4,346	4,563	4,791	5,031	5,282
		Semi-monthly	2,172.82	2,281.50	2,395.55	2,515.33	2,641.08
		Hourly	25.071	26.325	27.641	29.023	30.474
Harbor and Facilities Maintenance Superintendent	GC129	Annual	59,072	62,026	65,127	68,384	71,804
		Monthly	4,923	5,169	5,427	5,699	5,984
		Semi-monthly	2,461.33	2,584.40	2,713.62	2,849.34	2,991.82
		Hourly	28.400	29.820	31.311	32.877	34.521
Harbor Maintenance Superintendent	GC133	Annual	60,262	63,276	66,439	69,761	73,249
		Monthly	5,022	5,273	5,537	5,813	6,104
		Semi-monthly	2,510.91	2,636.49	2,768.31	2,906.71	3,052.05
		Hourly	28.972	30.421	31.942	33.539	35.216
Harbor Operations Technician I	GC014	Annual	33,290	34,954	36,702	38,536	40,462
		Monthly	2,774	2,913	3,058	3,211	3,372
		Semi-monthly	1,387.10	1,456.43	1,529.23	1,605.67	1,685.93
		Hourly	16.005	16.805	17.645	18.527	19.453
Harbor Operations Technician II	GC032	Annual	36,417	38,237	40,148	42,155	44,262
		Monthly	3,035	3,186	3,346	3,513	3,689
		Semi-monthly	1,517.36	1,593.19	1,672.84	1,756.47	1,844.27
		Hourly	17.508	18.383	19.302	20.267	21.280
Harbor Recreation Coordinator	GC051	Annual	40,036	42,037	44,140	46,347	48,664
		Monthly	3,336	3,503	3,678	3,862	4,055
		Semi-monthly	1,668.16	1,751.59	1,839.15	1,931.11	2,027.65
		Hourly	19.248	20.210	21.221	22.282	23.396
Heavy Equipment Operator	GC042	Annual	38,280	40,194	42,203	44,314	46,530
		Monthly	3,190	3,350	3,517	3,693	3,877
		Semi-monthly	1,595.01	1,674.75	1,758.47	1,846.43	1,938.73
		Hourly	18.404	19.324	20.290	21.305	22.370
Homeless Outreach Worker	GC041	Annual	38,089	39,994	41,993	44,092	46,297
		Monthly	3,174	3,333	3,499	3,674	3,858
		Semi-monthly	1,587.04	1,666.43	1,749.71	1,837.16	1,929.03
		Hourly	18.312	19.228	20.189	21.198	22.258
Housing Technician	GC050	Annual	39,836	41,829	43,921	46,118	48,425
		Monthly	3,320	3,486	3,660	3,843	4,035
		Semi-monthly	1,659.84	1,742.87	1,830.05	1,921.57	2,017.69
		Hourly	19.152	20.110	21.116	22.172	23.281
Human Resources Analyst I	GC094	Annual	49,612	52,094	54,698	57,433	60,306
		Monthly	4,134	4,341	4,558	4,786	5,025
		Semi-monthly	2,067.17	2,170.57	2,279.07	2,393.04	2,512.73
		Hourly	23.852	25.045	26.297	27.612	28.993
Human Resources Analyst II	GC114	Annual	54,814	57,556	60,434	63,457	66,629
		Monthly	4,568	4,796	5,036	5,288	5,552
		Semi-monthly	2,283.93	2,398.15	2,518.10	2,644.03	2,776.19
		Hourly	26.353	27.671	29.055	30.508	32.033
Human Resources Director	GC241	Annual	103,268	108,430	113,853	119,546	125,524
		Monthly	8,606	9,036	9,488	9,962	10,460
		Semi-monthly	4,302.83	4,517.93	4,743.87	4,981.08	5,230.16
		Hourly	49.648	52.130	54.737	57.474	60.348
Human Resources Manager	GC172	Annual	73,201	76,862	80,706	84,741	88,978
		Monthly	6,100	6,405	6,726	7,062	7,415
		Semi-monthly	3,050.06	3,202.59	3,362.75	3,530.89	3,707.43
		Hourly	35.193	36.953	38.801	40.741	42.778

City of Eureka
Job Classifications and Pay Ranges
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Classification	Grade Code	Type	Step 1	Step 2	Step 3	Step 4	Step 5
Human Resources Technician	GC062	Annual	42,295	44,410	46,632	48,963	51,411
		Monthly	3,525	3,701	3,886	4,080	4,284
		Semi-monthly	1,762.28	1,850.42	1,942.98	2,040.13	2,142.14
		Hourly	20.334	21.351	22.419	23.540	24.717
Industrial Maintenance Technician	GC071	Annual	44,238	46,448	48,772	51,210	53,770
		Monthly	3,688	3,871	4,064	4,267	4,481
		Semi-monthly	1,843.23	1,935.95	2,032.16	2,133.73	2,240.42
		Hourly	21.268	22.331	23.448	24.620	25.851
Infiltration & Inflow Manager	GC153	Annual	66,585	69,915	73,411	77,083	80,937
		Monthly	5,549	5,826	6,118	6,424	6,745
		Semi-monthly	2,774.37	2,913.13	3,058.81	3,211.78	3,372.37
		Hourly	32.012	33.613	35.294	37.059	38.912
Information Technology Analyst I	GC104	Annual	52,148	54,756	57,493	60,368	63,386
		Monthly	4,346	4,563	4,791	5,031	5,282
		Semi-monthly	2,172.82	2,281.50	2,395.55	2,515.33	2,641.08
		Hourly	25.071	26.325	27.641	29.023	30.474
Information Technology Analyst II	GC123	Annual	57,329	60,195	63,205	66,365	69,682
		Monthly	4,777	5,016	5,267	5,530	5,807
		Semi-monthly	2,388.71	2,508.13	2,633.54	2,765.19	2,903.42
		Hourly	27.562	28.940	30.387	31.906	33.501
Information Technology Manager	GC192	Annual	80,885	84,929	89,176	93,635	98,317
		Monthly	6,740	7,077	7,431	7,803	8,193
		Semi-monthly	3,370.21	3,538.69	3,715.66	3,901.47	4,096.56
		Hourly	38.887	40.831	42.873	45.017	47.268
Inventory Control Specialist	GC074	Annual	44,903	47,147	49,504	51,979	54,579
		Monthly	3,742	3,929	4,125	4,332	4,548
		Semi-monthly	1,870.96	1,964.47	2,062.67	2,165.80	2,274.13
		Hourly	21.588	22.667	23.800	24.990	26.240
Maintenance Supervisor	GC119	Annual	56,197	59,008	61,957	65,054	68,307
		Monthly	4,683	4,917	5,163	5,421	5,692
		Semi-monthly	2,341.56	2,458.65	2,581.54	2,710.59	2,846.13
		Hourly	27.018	28.369	29.787	31.276	32.840
Maintenance Worker	GC022	Annual	34,644	36,377	38,195	40,104	42,110
		Monthly	2,887	3,031	3,183	3,342	3,509
		Semi-monthly	1,443.52	1,515.71	1,591.46	1,671.02	1,754.57
		Hourly	16.656	17.489	18.363	19.281	20.245
Mayor	AC001	Annual					7,500
		Monthly					625
		Semi-monthly					312.50
		Hourly					3.606
Paralegal	GC081	Annual	46,498	48,824	51,266	53,828	56,520
		Monthly	3,875	4,069	4,272	4,486	4,710
		Semi-monthly	1,937.43	2,034.33	2,136.07	2,242.85	2,354.99
		Hourly	22.355	23.473	24.647	25.879	27.173
Parks Maintenance Supervisor	GC119	Annual	56,197	59,008	61,957	65,054	68,307
		Monthly	4,683	4,917	5,163	5,421	5,692
		Semi-monthly	2,341.56	2,458.65	2,581.54	2,710.59	2,846.13
		Hourly	27.018	28.369	29.787	31.276	32.840
Parks Superintendent	GC133	Annual	60,262	63,276	66,439	69,761	73,249
		Monthly	5,022	5,273	5,537	5,813	6,104
		Semi-monthly	2,510.91	2,636.49	2,768.31	2,906.71	3,052.05
		Hourly	28.972	30.421	31.942	33.539	35.216
Parks/Waterfront Ranger (Sworn)	GC124	Annual	57,616	60,497	63,521	66,697	70,032
		Monthly	4,801	5,041	5,293	5,558	5,836
		Semi-monthly	2,400.67	2,520.70	2,646.71	2,779.05	2,917.98
		Hourly	27.700	29.085	30.539	32.066	33.669
Parks/Waterfront Ranger (Non-Sworn)	GC028	Annual	35,697	37,482	39,356	41,323	43,389
		Monthly	2,975	3,123	3,280	3,444	3,616
		Semi-monthly	1,487.37	1,561.73	1,639.82	1,721.81	1,807.87
		Hourly	17.162	18.020	18.921	19.867	20.860
Payroll Technician	GC062	Annual	42,295	44,410	46,632	48,963	51,411
		Monthly	3,525	3,701	3,886	4,080	4,284
		Semi-monthly	1,762.28	1,850.42	1,942.98	2,040.13	2,142.14
		Hourly	20.334	21.351	22.419	23.540	24.717

City of Eureka
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Classification	Grade Code	Type	Step 1	Step 2	Step 3	Step 4	Step 5
Permit Analyst I	GC094	Annual	49,612	52,094	54,698	57,433	60,306
		Monthly	4,134	4,341	4,558	4,786	5,025
		Semi-monthly	2,067.17	2,170.57	2,279.07	2,393.04	2,512.73
		Hourly	23.852	25.045	26.297	27.612	28.993
Permit Analyst II	GC114	Annual	54,814	57,556	60,434	63,457	66,629
		Monthly	4,568	4,796	5,036	5,288	5,552
		Semi-monthly	2,283.93	2,398.15	2,518.10	2,644.03	2,776.19
		Hourly	26.353	27.671	29.055	30.508	32.033
Plans Examiner	GC090	Annual	48,632	51,064	53,618	56,299	59,114
		Monthly	4,033	4,255	4,468	4,692	4,926
		Semi-monthly	2,026.95	2,127.67	2,234.09	2,345.81	2,463.07
		Hourly	23.381	24.550	25.778	27.067	28.420
Police Operations Analyst I	GC094	Annual	49,612	52,094	54,698	57,433	60,306
		Monthly	4,134	4,341	4,558	4,786	5,025
		Semi-monthly	2,067.17	2,170.57	2,279.07	2,393.04	2,512.73
		Hourly	23.852	25.045	26.297	27.612	28.993
Police Operations Analyst II	GC114	Annual	54,814	57,556	60,434	63,457	66,629
		Monthly	4,568	4,796	5,036	5,288	5,552
		Semi-monthly	2,283.93	2,398.15	2,518.10	2,644.03	2,776.19
		Hourly	26.353	27.671	29.055	30.508	32.033
Police Captain - Y Rated	GC248	Annual	106,937	112,285	117,899	123,793	129,983
		Monthly	8,911	9,357	9,825	10,315	10,832
		Semi-monthly	4,455.71	4,678.53	4,912.44	5,158.05	5,415.97
		Hourly	51.412	53.983	56.682	59.516	62.492
Police Chief	GC291	Annual	132,521	139,148	146,106	153,410	161,082
		Monthly	11,043	11,596	12,175	12,784	13,423
		Semi-monthly	5,521.71	5,797.83	6,087.73	6,392.10	6,711.73
		Hourly	63.712	66.898	70.243	73.755	77.443
Police Officer	GC124	Annual	57,616	60,497	63,521	66,697	70,032
		Monthly	4,801	5,041	5,293	5,558	5,836
		Semi-monthly	2,400.67	2,520.70	2,646.71	2,779.05	2,917.98
		Hourly	27.700	29.085	30.539	32.066	33.669
Police Officer (with Intermediate P.O.S.T. Certificate)	GC124 + 7%	Annual	61,649.12	64,731.79	67,967.47	71,365.79	74,934.24
		Monthly	5,137.07	5,393.87	5,663.51	5,947.06	6,244.52
		Semi-monthly	2,568.72	2,697.15	2,831.98	2,973.58	3,122.24
		Hourly	29.639	31.121	32.677	34.311	36.026
Police Officer (with Advanced P.O.S.T. Certificate)	GC124 + 14%	Annual	65,682.24	68,966.58	72,413.94	76,034.58	79,836.48
		Monthly	5,473.14	5,746.74	6,034.02	6,336.12	6,653.04
		Semi-monthly	2,736.76	2,873.60	3,017.25	3,168.12	3,326.50
		Hourly	31.578	33.157	34.814	36.555	38.383
Police Property Coordinator	GC042	Annual	38,280	40,194	42,203	44,314	46,530
		Monthly	3,190	3,350	3,517	3,693	3,877
		Semi-monthly	1,595.01	1,674.75	1,758.47	1,846.43	1,938.73
		Hourly	18.404	19.324	20.290	21.305	22.370
Police Property Technician	GC028	Annual	35,697	37,482	39,356	41,323	43,389
		Monthly	2,975	3,123	3,280	3,444	3,616
		Semi-monthly	1,487.37	1,561.73	1,639.82	1,721.81	1,807.87
		Hourly	17.162	18,020	18,921	19,867	20,860
Police Records Manager - Y Rated	GC160	Annual	68,950	72,396	76,016	79,816	83,807
		Monthly	5,746	6,033	6,335	6,651	6,984
		Semi-monthly	2,872.91	3,016.52	3,167.32	3,325.66	3,491.97
		Hourly	33.149	34.806	36.546	38.373	40.292
Police Records Specialist I	GC008	Annual	32,309	33,925	35,622	37,403	39,272
		Monthly	2,692	2,827	2,969	3,117	3,273
		Semi-monthly	1,346.19	1,413.53	1,484.25	1,558.44	1,636.35
		Hourly	15.533	16.310	17.126	17.982	18.881

City of Eureka
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Classification	Grade Code	Type	Step 1	Step 2	Step 3	Step 4	Step 5
Police Records Specialist II	GC018	Annual	33,960	35,658	37,440	39,312	41,278
		Monthly	2,830	2,971	3,120	3,276	3,440
		Semi-monthly	1,415.01	1,485.73	1,560.00	1,638.00	1,719.90
		Hourly	16.327	17.143	18.000	18.900	19.845
Police Records Technician	GC028	Annual	35,697	37,482	39,356	41,323	43,389
		Monthly	2,975	3,123	3,280	3,444	3,616
		Semi-monthly	1,487.37	1,561.73	1,639.82	1,721.81	1,807.87
		Hourly	17.162	18.020	18.921	19.867	20.860
Police Recruit	GC035	Annual	36,966	38,815	40,756	42,794	44,934
		Monthly	3,080	3,235	3,396	3,566	3,745
		Semi-monthly	1,540.24	1,617.29	1,698.15	1,783.08	1,872.26
		Hourly	17.772	18.661	19.594	20.574	21.603
Police Sergeant	GC163	Annual	69,990	73,488	77,164	81,022	85,074
		Monthly	5,833	6,124	6,430	6,752	7,090
		Semi-monthly	2,916.25	3,062.02	3,215.16	3,375.93	3,544.75
		Hourly	33.649	35.331	37.098	38.953	40.901
Police Sergeant (with Intermediate P.O.S.T. Certificate)	GC163 + 7%	Annual	74,889.30	78,632.16	82,565.48	86,693.54	91,029.18
		Monthly	6,241.31	6,552.68	6,880.10	7,224.64	7,586.30
		Semi-monthly	3,120.99	3,276.36	3,440.22	3,612.25	3,792.88
		Hourly	36.004	37.804	39.695	41.680	43.764
Police Sergeant (with Advanced P.O.S.T. Certificate)	GC163 + 14%	Annual	79,788.60	83,776.32	87,966.96	92,365.08	96,984.36
		Monthly	6,649.62	6,981.36	7,330.20	7,697.28	8,082.60
		Semi-monthly	3,324.53	3,490.70	3,665.28	3,848.56	4,041.02
		Hourly	38.360	40.277	42.292	44.406	46.627
Preschool Administrator	GC018	Annual	33,960	35,658	37,440	39,312	41,278
		Monthly	2,830	2,971	3,120	3,276	3,440
		Semi-monthly	1,415.01	1,485.73	1,560.00	1,638.00	1,719.90
		Hourly	16.327	17.143	18.000	18.900	19.845
Preschool Aide	GC001	Annual	31,200	32,760	34,399	36,119	37,925
		Monthly	2,600	2,730	2,867	3,010	3,160
		Semi-monthly	1,300.00	1,365.00	1,433.29	1,504.97	1,580.19
		Hourly	15.00	15.75	16.538	17.365	18.233
Principal Planner	GC182	Annual	76,945	80,793	84,833	89,074	93,527
		Monthly	6,412	6,733	7,069	7,423	7,794
		Semi-monthly	3,206.06	3,366.39	3,534.70	3,711.41	3,896.97
		Hourly	36.993	38.843	40.785	42.824	44.965
Program Coordinator	GC119	Annual	56,197	59,008	61,957	65,054	68,307
		Monthly	4,683	4,917	5,163	5,421	5,692
		Semi-monthly	2,341.56	2,458.65	2,581.54	2,710.59	2,846.13
		Hourly	27.018	28.369	29.787	31.276	32.840
Project Manager	GC153	Annual	66,585	69,915	73,411	77,083	80,937
		Monthly	5,549	5,826	6,118	6,424	6,745
		Semi-monthly	2,774.37	2,913.13	3,058.81	3,211.78	3,372.37
		Hourly	32.012	33.613	35.294	37.059	38.912
Senior Administrative Assistant - CONF	GC031	Annual	36,236	38,047	39,951	41,947	44,044
		Monthly	3,020	3,171	3,329	3,496	3,670
		Semi-monthly	1,509.82	1,585.31	1,664.61	1,747.81	1,835.17
		Hourly	17.421	18.292	19.207	20.167	21.175
Senior Administrative Assistant - ECEA	GC031	Annual	36,236	38,047	39,951	41,947	44,044
		Monthly	3,020	3,171	3,329	3,496	3,670
		Semi-monthly	1,509.82	1,585.31	1,664.61	1,747.81	1,835.17
		Hourly	17.421	18.292	19.207	20.167	21.175
Senior Building Inspector	GC119	Annual	56,197	59,008	61,957	65,054	68,307
		Monthly	4,683	4,917	5,163	5,421	5,692
		Semi-monthly	2,341.56	2,458.65	2,581.54	2,710.59	2,846.13
		Hourly	27.018	28.369	29.787	31.276	32.840
Senior Communications Dispatcher	GC089	Annual	48,391	50,810	53,350	56,016	58,818
		Monthly	4,033	4,234	4,446	4,668	4,902
		Semi-monthly	2,016.30	2,117.09	2,222.91	2,334.02	2,450.76
		Hourly	23.265	24.428	25.649	26.931	28.278
Senior Communications Dispatcher (with Intermediate P.O.S.T. Certificate)	GC089 + 3%	Annual	49,842.73	52,334.30	54,950.50	57,696.48	60,582.54
		Monthly	4,153.99	4,361.02	4,579.38	4,808.04	5,049.06
		Semi-monthly	2,076.79	2,180.60	2,289.60	2,404.04	2,524.28
		Hourly	23.96	25.16	26.42	27.74	29.13

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Job Classifications and Pay Ranges
Effective January 1, 2022

Classification	Grade Code	Type	Step 1	Step 2	Step 3	Step 4	Step 5
Senior Communications Dispatcher (with Advanced P.O.S.T. Certificate)	GC089 + 6%	Annual	51,294.46	53,858.60	56,551.00	59,376.96	62,347.08
		Monthly	4,274.98	4,488.04	4,712.76	4,948.08	5,196.12
		Semi-monthly	2,137.28	2,244.12	2,356.28	2,474.06	2,597.81
		Hourly	24.66	25.89	27.19	28.55	29.97
Senior Community Services Officer	GC058	Annual	41,459	43,532	45,708	47,994	50,394
		Monthly	3,455	3,628	3,809	4,000	4,200
		Semi-monthly	1,727.44	1,813.85	1,904.50	1,999.75	2,099.76
		Hourly	19.93	20.93	21.98	23.07	24.23
Senior Equipment Mechanic	GC093	Annual	49,365	51,834	54,425	57,146	60,004
		Monthly	4,114	4,319	4,535	4,762	5,000
		Semi-monthly	2,056.86	2,159.73	2,267.72	2,381.08	2,500.16
		Hourly	23.733	24.920	26.166	27.474	28.848
Senior Evidence Technician	GC081	Annual	46,498	48,824	51,266	53,828	56,520
		Monthly	3,875	4,069	4,272	4,486	4,710
		Semi-monthly	1,937.43	2,034.33	2,136.07	2,242.85	2,354.99
		Hourly	22.36	23.47	24.65	25.88	27.17
Senior Human Resources Analyst	GC143	Annual	63,346	66,514	69,840	73,332	76,999
		Monthly	5,279	5,543	5,820	6,111	6,417
		Semi-monthly	2,639.43	2,771.43	2,910.01	3,055.52	3,208.31
		Hourly	30.455	31.978	33.577	35.256	37.019
Senior Information Services Analyst	GC153	Annual	66,585	69,915	73,411	77,083	80,937
		Monthly	5,549	5,826	6,118	6,424	6,745
		Semi-monthly	2,774.37	2,913.13	3,058.81	3,211.78	3,372.37
		Hourly	32.012	33.613	35.294	37.059	38.912
Senior Maintenance Worker	GC042	Annual	38,280	40,194	42,203	44,314	46,530
		Monthly	3,190	3,350	3,517	3,693	3,877
		Semi-monthly	1,595.01	1,674.75	1,758.47	1,846.43	1,938.73
		Hourly	18.404	19.324	20.290	21.305	22.370
Senior Planner	GC153	Annual	66,585	69,915	73,411	77,083	80,937
		Monthly	5,549	5,826	6,118	6,424	6,745
		Semi-monthly	2,774.37	2,913.13	3,058.81	3,211.78	3,372.37
		Hourly	32.012	33.613	35.294	37.059	38.912
Senior Utility Systems Operator	GC066	Annual	43,147	45,305	47,570	49,949	52,447
		Monthly	3,596	3,775	3,964	4,162	4,371
		Semi-monthly	1,797.81	1,887.69	1,982.07	2,081.21	2,185.30
		Hourly	20.744	21.781	22.870	24.014	25.215
Senior Utility Systems Operator - Provisional	GC052	Annual	40,236	42,247	44,360	46,578	48,907
		Monthly	3,353	3,521	3,697	3,881	4,076
		Semi-monthly	1,676.48	1,760.29	1,848.34	1,940.73	2,037.79
		Hourly	19.344	20.311	21.327	22.393	23.513
Senior Utility Worker	GC052	Annual	40,236	42,247	44,360	46,578	48,907
		Monthly	3,353	3,521	3,697	3,881	4,076
		Semi-monthly	1,676.48	1,760.29	1,848.34	1,940.73	2,037.79
		Hourly	19.344	20.311	21.327	22.393	23.513
Senior Zoo Attendant	GC031	Annual	36,236	38,047	39,951	41,947	44,044
		Monthly	3,020	3,171	3,329	3,496	3,670
		Semi-monthly	1,509.82	1,585.31	1,664.61	1,747.81	1,835.17
		Hourly	17.421	18.292	19.207	20.167	21.175
Source Control Inspector I	GC042	Annual	38,280	40,194	42,203	44,314	46,530
		Monthly	3,190	3,350	3,517	3,693	3,877
		Semi-monthly	1,595.01	1,674.75	1,758.47	1,846.43	1,938.73
		Hourly	18.404	19.324	20.290	21.305	22.370
Source Control Inspector II	GC061	Annual	42,085	44,190	46,398	48,718	51,153
		Monthly	3,507	3,682	3,867	4,060	4,263
		Semi-monthly	1,753.53	1,841.23	1,933.27	2,029.91	2,131.39
		Hourly	20.233	21.245	22.307	23.422	24.593
Special Projects Manager	GC182	Annual	76,945	80,793	84,833	89,074	93,527
		Monthly	6,412	6,733	7,069	7,423	7,794
		Semi-monthly	3,206.06	3,366.39	3,534.70	3,711.41	3,896.97
		Hourly	36.993	38.843	40.785	42.824	44.965
Treatment Plant Operator I	GC054	Annual	40,639	42,671	44,805	47,046	49,398
		Monthly	3,387	3,556	3,734	3,920	4,117
		Semi-monthly	1,693.29	1,777.97	1,866.89	1,960.23	2,058.25
		Hourly	19.538	20.515	21.541	22.618	23.749

City of Eureka
Job Classifications and Pay Ranges
Effective January 1, 2022

Classification	Grade Code	Type	Step 1	Step 2	Step 3	Step 4	Step 5
Treatment Plant Operator II	GC074	Annual	44,903	47,147	49,504	51,979	54,579
		Monthly	3,742	3,929	4,125	4,332	4,548
		Semi-monthly	1,870.96	1,964.47	2,062.67	2,165.80	2,274.13
		Hourly	21.588	22.667	23.800	24.990	26.240
Utilities Operations Manager	GC182	Annual	76,945	80,793	84,833	89,074	93,527
		Monthly	6,412	6,733	7,069	7,423	7,794
		Semi-monthly	3,206.06	3,366.59	3,534.70	3,711.41	3,896.97
		Hourly	36.993	38.843	40.785	42.824	44.965
Utilities Operations Supervisor	GC119	Annual	56,197	59,008	61,957	65,054	68,307
		Monthly	4,683	4,917	5,163	5,421	5,692
		Semi-monthly	2,341.56	2,458.65	2,581.54	2,710.59	2,846.13
		Hourly	27.018	28.369	29.787	31.276	32.840
Utilities Systems Inspector I	GC071	Annual	44,238	46,448	48,772	51,210	53,770
		Monthly	3,686	3,871	4,064	4,267	4,481
		Semi-monthly	1,843.23	1,935.35	2,032.16	2,133.73	2,240.42
		Hourly	21.268	22.331	23.448	24.620	25.851
Utilities Systems Inspector II	GC090	Annual	48,632	51,064	53,618	56,299	59,114
		Monthly	4,053	4,255	4,468	4,692	4,926
		Semi-monthly	2,026.35	2,127.67	2,234.09	2,345.81	2,463.07
		Hourly	23.381	24.550	25.778	27.067	28.420
Utility Systems Operator I	GC026	Annual	35,343	37,111	38,967	40,916	42,962
		Monthly	2,945	3,093	3,247	3,410	3,580
		Semi-monthly	1,472.64	1,546.31	1,623.61	1,704.82	1,790.10
		Hourly	16.992	17.842	18.734	19.671	20.655
Utility Systems Operator I - Provisional	GC014	Annual	33,290	34,954	36,702	38,536	40,462
		Monthly	2,774	2,913	3,058	3,211	3,372
		Semi-monthly	1,387.10	1,456.43	1,529.23	1,605.67	1,685.93
		Hourly	16.005	16.805	17.645	18.527	19.453
Utility Systems Operator II	GC046	Annual	39,050	41,003	43,054	45,207	47,468
		Monthly	3,254	3,417	3,588	3,767	3,956
		Semi-monthly	1,627.08	1,708.46	1,793.91	1,883.61	1,977.82
		Hourly	18.774	19.713	20.699	21.734	22.821
Utility Systems Operator II - Provisional	GC032	Annual	36,417	38,237	40,148	42,155	44,262
		Monthly	3,035	3,186	3,346	3,513	3,689
		Semi-monthly	1,517.36	1,593.19	1,672.84	1,756.47	1,844.27
		Hourly	17.508	18.383	19.302	20.267	21.280
Utility Maintenance Supervisor	GC119	Annual	56,197	59,008	61,957	65,054	68,307
		Monthly	4,683	4,917	5,163	5,421	5,692
		Semi-monthly	2,341.56	2,458.65	2,581.54	2,710.59	2,846.13
		Hourly	27.018	28.369	29.787	31.276	32.840
Utility Worker I	GC014	Annual	33,290	34,954	36,702	38,536	40,462
		Monthly	2,774	2,913	3,058	3,211	3,372
		Semi-monthly	1,387.10	1,456.43	1,529.23	1,605.67	1,685.93
		Hourly	16.005	16.805	17.645	18.527	19.453
Utility Worker II	GC032	Annual	36,417	38,237	40,148	42,155	44,262
		Monthly	3,035	3,186	3,346	3,513	3,689
		Semi-monthly	1,517.36	1,593.19	1,672.84	1,756.47	1,844.27
		Hourly	17.508	18.383	19.302	20.267	21.280
Water Quality Supervisor	GC110	Annual	53,733	56,420	59,240	62,202	65,312
		Monthly	4,478	4,702	4,937	5,184	5,443
		Semi-monthly	2,238.86	2,350.83	2,468.35	2,591.77	2,721.33
		Hourly	25.833	27.125	28.481	29.905	31.400
Water Quality Technician	GC074	Annual	44,903	47,147	49,504	51,979	54,579
		Monthly	3,742	3,929	4,125	4,332	4,548
		Semi-monthly	1,870.96	1,964.47	2,062.67	2,165.80	2,274.13
		Hourly	21.588	22.667	23.800	24.990	26.240
Zoo Attendant	GC007	Annual	32,148	33,756	35,443	37,215	39,077
		Monthly	2,679	2,813	2,954	3,101	3,256
		Semi-monthly	1,339.52	1,406.51	1,476.80	1,550.64	1,628.21
		Hourly	15.456	16.229	17.040	17.892	18.787
Zoo Director	GC153	Annual	66,585	69,915	73,411	77,083	80,937
		Monthly	5,549	5,826	6,118	6,424	6,745
		Semi-monthly	2,774.37	2,913.13	3,058.81	3,211.78	3,372.37
		Hourly	32.012	33.613	35.294	37.059	38.912
Zoo Education Curator	GC022	Annual	34,644	36,377	38,195	40,104	42,110
		Monthly	2,887	3,031	3,183	3,342	3,509
		Semi-monthly	1,443.52	1,515.71	1,591.46	1,671.02	1,754.57
		Hourly	16.656	17.489	18.363	19.281	20.245

City of Eureka
Job Classifications and Pay Ranges
Effective January 1, 2022

Temporary Classifications	Grade Code	Type	Step 1	Step 2	Step 3	Step 4	Step 5
Fitness Instructor - Tier IV	GC019	Hourly	16.409	17.229	18.090	18.995	19.945
Harbor Aide	GC001	Hourly	15.000	15.750	16.538	17.365	18.233
Homeless Services Program Manager	GC130	Hourly	28.542	29.969	31.467	33.040	34.692
Information Technology Assistant	GC001	Hourly	15.000	15.750	16.538	17.365	18.233
Information Technology Specialist I	GC001	Hourly	15.000	15.750	16.538	17.365	18.233
Information Technology Specialist II	GC023	Hourly	16.739	17.576	18.455	19.378	20.347
Parking Enforcement Officer	GC001	Hourly	15.000	15.750	16.538	17.365	18.233
Recreation Aide	GC001	Hourly	15.000	15.750	16.538	17.365	18.233
Recreation Leader	GC001	Hourly	15.000	15.750	16.538	17.365	18.233
Recreation Official I	GC050	Hourly	19.152	20.110	21.116	22.172	23.281
Recreation Official II	GC051	Hourly	19.248	20.210	21.221	22.282	23.396
Recreation Official III	GC052	Hourly	19.344	20.311	21.327	22.393	23.513
Recreation - Volleyball	GC001	Hourly	15.000	15.750	16.538	17.365	18.233
Reserve Police Officer	GC124	Hourly	27.700	29.085	30.539	32.066	33.669
Reserve Sr. Dispatcher	GC083	Hourly	22.579	23.708	24.893	26.138	27.445
Zoo Education Aide	GC001	Hourly	15.000	15.750	16.538	17.365	18.233
Zookeeper Aide	GC001	Hourly	15.000	15.750	16.538	17.365	18.233

CLAIM AGAINST THE HUMBOLDT BAY MUNICIPAL WATER DISTRICT

H.B.M.W.D. MAY 05 2022

Please return the completed form to the Humboldt Bay Municipal Water District, 828 Seventh Street, Eureka, CA 95501. Additional sheets may be attached as necessary. Enclose a postage paid envelope if you require a filing receipt.

1) CLAIMANT'S NAME: Van Duzen Investments LLC

2) ADDRESS: 43819 Hwy 36 City: Bridgeville State: CA Zip: 95526

HOME #: _____ DRIVER'S LICENSE: N/A
WORK #: 605 569 6634 SOCIAL SECURITY#: FEIN # 45-5724887

DATE OF BIRTH: N/A

AUTO INSURANCE NAME AND POLICY # N/A
(if applicable)

3) IF AMOUNT CLAIMED IS LESS THAN \$10,000, AMOUNT OF CLAIM: \$ \$125,000²⁰ +
(Attach copies of expenses substantiating the basis of computation for the amount being claimed)

IF AMOUNT CLAIMED EXCEEDS \$10,000, WOULD THE CLAIM BE A LIMITED CIVIL CASE (Less than \$25,000)?
Yes _____ No X Unsure _____

4) ADDRESS TO WHICH NOTICES ARE TO BE SENT, IF DIFFERENT FROM LINES 1 & 2:

NAME: Same as 1&2 above

ADDRESS: _____ City: _____ State: _____ Zip: _____

PHONE# _____
2nd NOTIFICATION
1st NOTIFICATION sent on 12/23/21 after discovery

5) DATE OF INCIDENT: unknown - late
11 2021 (Nov/Dec) TIME OF INCIDENT: unknown

SPECIFIC LOCATION OF INCIDENT* (Address): 15431 15341 MAD RIVER Rd, Ruth, Ca. 95528

6) DESCRIBE THE INCIDENT INCLUDING YOUR REASON FOR BELIEVING THE DISTRICT IS LIABLE FOR YOUR DAMAGES: Commercial harvesting trees/timber belonging to Van Duzen Investments LLC by HBWWD contractors/employees

7) DESCRIBE ALL DAMAGES WHICH YOU BELIEVE YOU HAVE INCURRED AS A RESULT OF THE INCIDENT: Loss of the market value of commercial timber & associated buffer value

8) NAME(S) OF PUBLIC EMPLOYEE(S) CAUSING THE DAMAGES YOU ARE CLAIMING:
unknown contractors/employees of HBWWD
Roberta Mann managing member 5/3/22
Signature of Claimant or Representative Date

*Complete the diagram on the next page showing the location of the incident
Any person who, with the intent to defraud, presents any false or fraudulent claim may be punished by imprisonment or fine or both.
Claims must be filed within 6 months of the incident. See Government Code §§ 900 et seq.*

John Friedenbach

From: ROBERT MORRIS <remorris1@gmail.com>
Sent: Thursday, May 05, 2022 12:25 PM
To: John Friedenbach
Subject: 2nd Notification of HBMWD Claim
Attachments: secondsendingHBMWDclaim.pdf

Please see attached 2nd claim notification for the Van Duzen Investments LLC.

Please confirm receipt.

Hard copy to follow.

Robert Morris

New Business

Humboldt Bay Municipal Water District

To: Board of Directors

From: John Friedenbach

Date: May 12, 2022

Re: **Surplus of Server Cabinet**

The District has replaced the 31"l x 22"w x 33"h server cabinet located at the Eureka main office with new equipment.

Staff recommend Board approval to declare the old server cabinet as surplus.



Humboldt Bay Municipal Water District

To: Board of Directors
From: John Friedenbach
Date: May 5, 2022

Re: Annie & Mary Trail – Investigation of Possible Easement by HBMWD

Discussion

As the Board knows, the City of Arcata is pursuing the Arcata Annie & Mary Trail Connectivity Project to close gaps in walking and biking connectivity for neighborhoods within north Arcata as well as to provide a safe non-motorized route to access the Mad River. The City is working with Humboldt County and the Humboldt Bay Municipal Water District to advance the Arcata Annie & Mary Trail along the rail corridor between Sunset Avenue near the Arcata Skate Park and HBMWD's Park 1 on West End Road along the Mad River. The City is currently in the environmental documentation phase of the project.

Goals of the Arcata Annie & Mary Trail Connectivity Project include:

- Provide safe pedestrian and non-motorized vehicle travel between Valley West, West End Road, Aldergrove Industrial Park, downtown Arcata, Cal Poly Humboldt, and existing parks.
- Ensure the Arcata A&M Trail has a neutral impact or benefit to existing localized drainage constraints.
- Promote non-motorized transit to reduce climate-related impacts, including VMT, and improve public health.
- Improve the visual character of the project area.

Arcata City staff last presented to the HBMWD board in November 2021 to provide an update on the project and seek approval to conduct environmental and technical studies in support of the project on HBMWD property. The trail project is being planned along the rail corridor adjacent to HBMWD property as well as at Park 1 for the development of a trailhead. The HBMWD board voted to approve access to District parcels along the Mad River and the rail corridor for the City to conduct technical studies related to the trail project. The City and their consultants have conducted environmental studies over the winter and spring and have identified several locations where the trail alignment may be most feasible to be located on HBMWD property.

First, the District recently completed a 12 kV Switchgear project which has been sited within the rail corridor. The Annie & Mary Trail will need to be aligned and designed to safely pass by this new installation to reach the destination of Park 1. See attached map Figure 1.

Second, just east of Mad River Hardwoods the rail corridor is located immediately adjacent to two residences with HBMWD property just to the north along the banks of the Mad River. The City and County have been in close coordination with these two private property owners and are working together on a property survey to more clearly understand property boundary locations in this area. The City recognizes that it will be imperative for this trail project to minimize private property impacts, maximize safety and follow sustainable design principles. The project team is examining opportunities for the trail to be located as far from these residences as feasible, perhaps within HBMWD property, as well as considering opportunities for fencing. See attached map Figure 2 and GHD Figure 4.

Staff Request

Staff requests that the Board authorize District staff to work with City of Arcata staff and consultants to further study potential trail alignment opportunities on HBMWD property at two locations identified on the attached maps during the design phase (anticipated Fall 2022-2023) and to evaluate these opportunities in the project's environmental document. The Board further directs staff to provide a report of the findings and possible impact to District property.

FIGURE 1

← 12kV Project Location

→ HBMWD Parcel 504-201-011

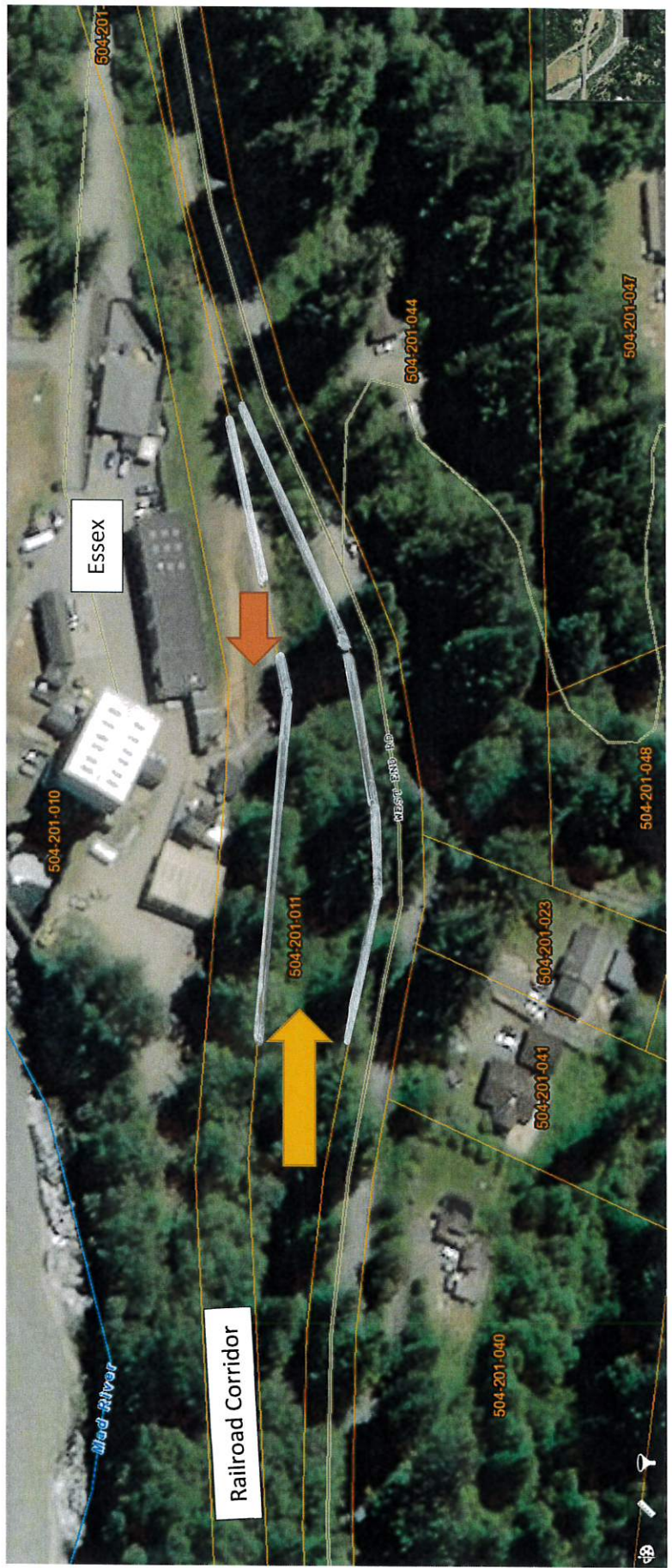


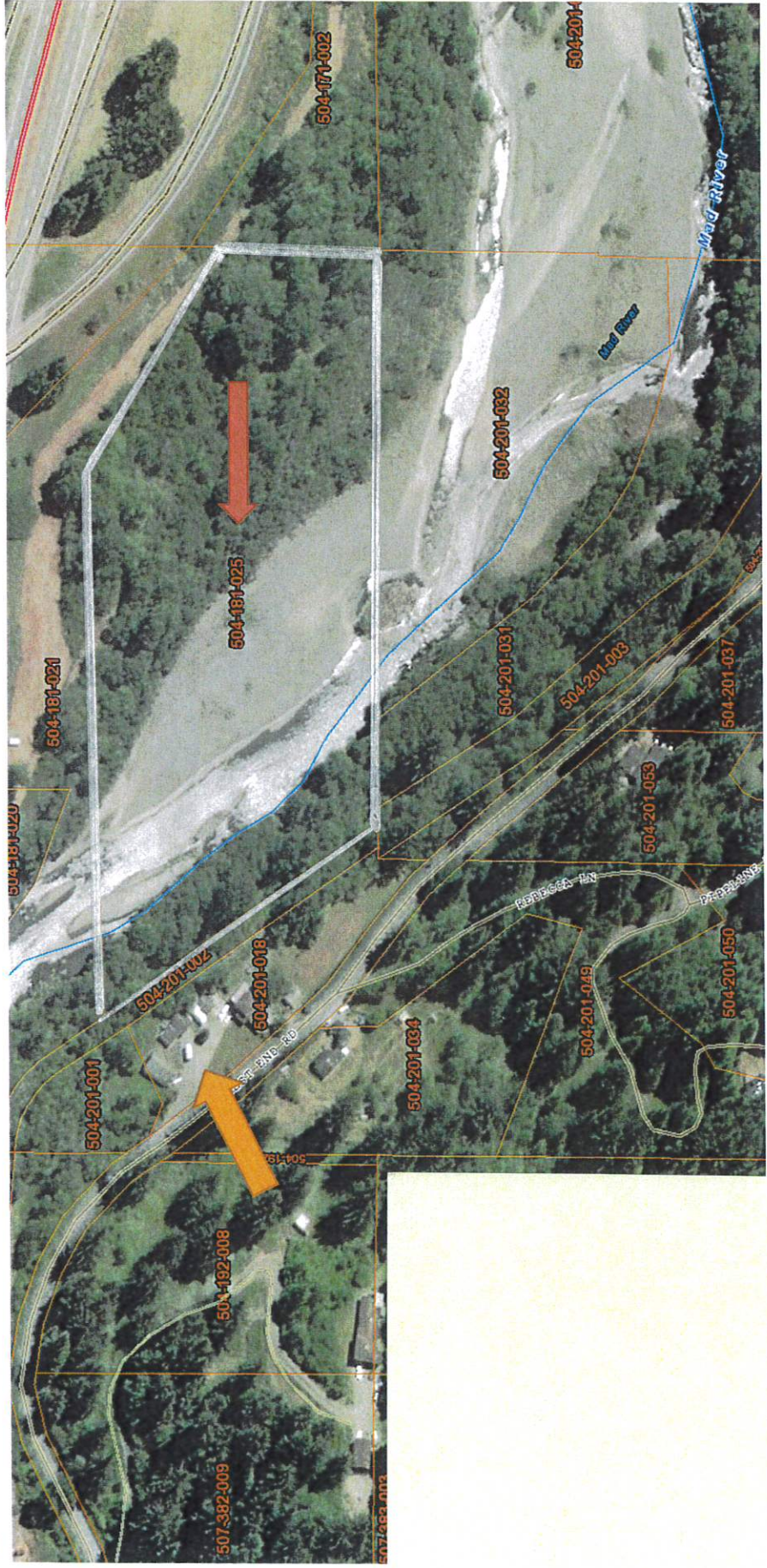
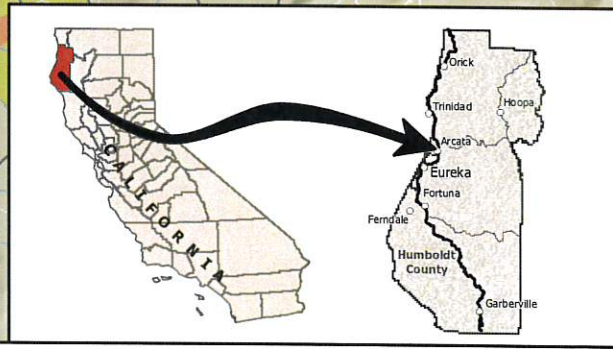
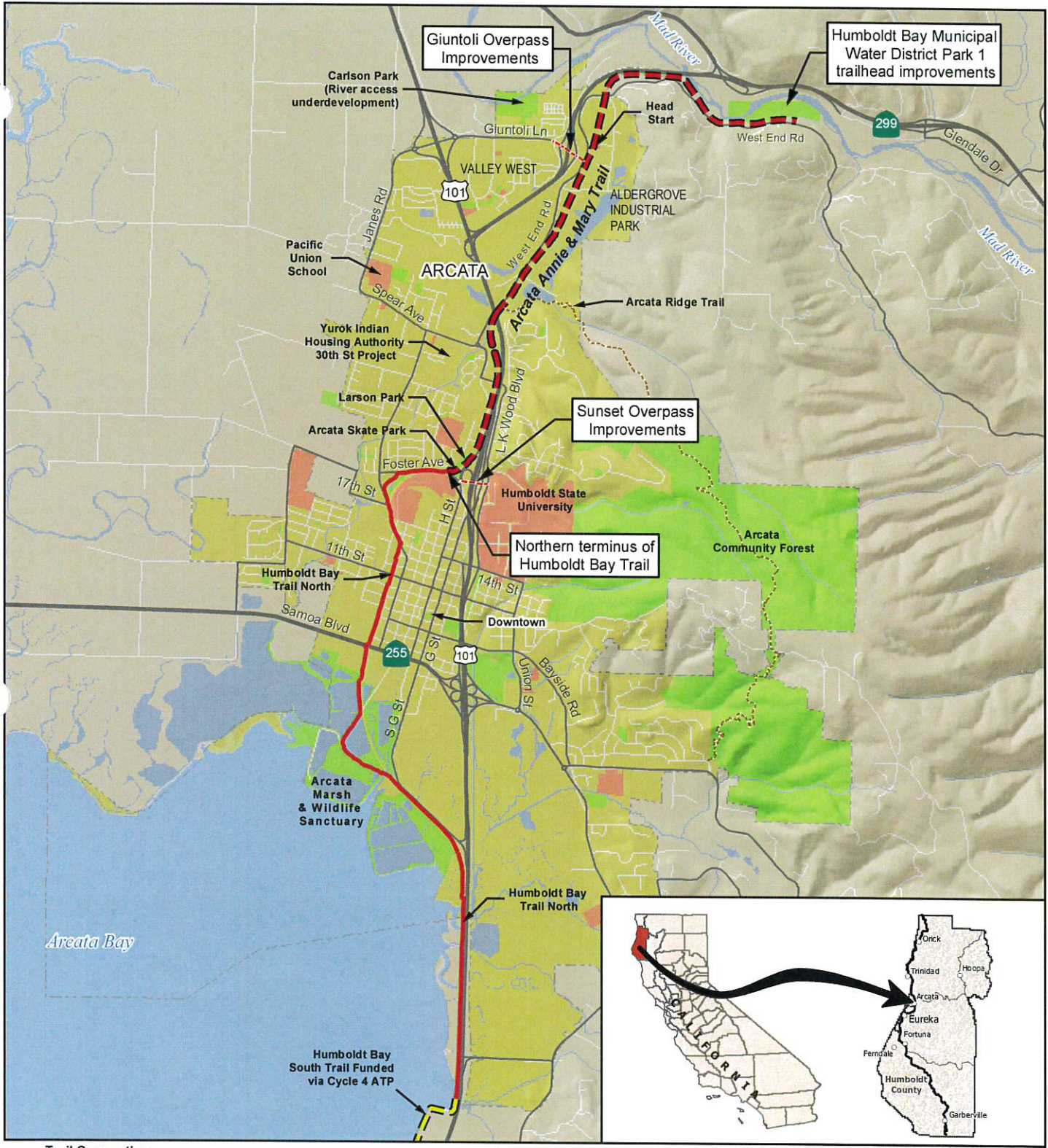


FIGURE 2

-  Area of houses affecting trail alignment.
-  HBMWD parcel: 504-181-025.





Trail Connections

- Arcata Annie & Mary Trail
- Existing Humboldt Bay Trail North
- Humboldt Bay South Trail Funded via Cycle 4 ATP
- - - Highway Overpass Improvements

- Arcata City Limits
- School
- Park/Openspace
- Stream
- Waterbody
- Freeway/Highway
- Major Roads
- - - Arcata Ridge Trail

City of Arcata
Environmental Services
 736 F Street Arcata, California 95521
 T 707 822-8184 F 707 825-2116
 Email: eservices@cityofarcata.org
 Web: <https://www.cityofarcata.org>

0 0.25 0.5 Miles
 1:46,630

Map Projection: Lambert Conformal Conic
 Horizontal Datum: North American 1983
 Grid: NAD 1983 StatePlane California I FIPs 0401 Feet

Arcata Annie & Mary Trail Connectivity Project
 (Sunset Ave to Humboldt Bay Water District Park #1)

Arcata Annie & Mary Trail Project Area

Sheet
 1 OF 1

Date: 10/22/2021

Document Path: R:\Av_projects\ES\Projects\Rail to Trails\Annie-Mary Segment\AnnieMaryTrail_ProjArea10-22-2021.mxd Date Saved: 10/22/2021
 Data Sources: City of Arcata (City Limits, Waterbodies, Creeks, Proposed Trail); Humboldt County GIS (Roads, Hillshade)
 This map is for informational purposes only. The City of Arcata, including any employees and sub-contractors, makes no warranties, express or implied, as to the accuracy of the information contained in this map. The City of Arcata, including any employees and sub-contractors, disclaims liability for any and all damages which may arise due to errors in the map and the user's reliance thereon.

Engineering

APPLICATION AND CERTIFICATION FOR PAYMENT

TO: HBMWD
828 7th St
Eureka, CA 95501

PROJECT: HBMWD 12kV Switchgear Relocation

APPLICATION NO: 15

PERIOD FROM: 04/01/22
PERIOD TO: 04/30/22

FROM: Sequoia Construction Specialties
PO Box 6061
Eureka, CA 95502-6061

ENGINEER: GHD

FEMA NO.: 4240-DR-CA-PJ0017

CONTRACT FOR:

APPLICATION DATE: 04/25/22

APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. Original Contract Sum	2,448,063.00
2. Net Change by Change Orders	400,962.13
3. Contract Sum to Date (Line 1 and 2)	2,849,025.13
4. Total Completed & Stored to Date	2,421,543.78
5. Retainage:	
a. 5% of Completed & Stored Work	121,077.19
Total Retainage	121,077.19
6. Total Earned Less Retainage	2,300,466.59
7. Less Previous Certificates for Payment (Net amount)	2,264,533.79
8. Current Payment Due	35,932.80
9. Balance to Finish, Plus Retainage	427,481.35

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months.	400,962	0
Total approved this Month	0	0
TOTALS	\$400,962	\$0
NET CHANGES BY Change Order		\$400,962

APPROVED BY

North Ste 4/25/2022

ENGINEER: GHD

[Signature] 4/25/22

OWNER: HBMWD

The undersigned Contractor certifies that to the best of the contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is not due.

Contractor:

By: Brian Pritchard

4/25/2022



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

828 SEVENTH STREET, PO BOX 95 • EUREKA, CALIFORNIA 95502-0095

OFFICE 707-443-5018 ESSEX 707-822-2918

FAX 707-443-5731 707-822-8245

EMAIL OFFICE@HBMWD.COM

Website: www.hbmwd.com

BOARD OF DIRECTORS

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

GENERAL MANAGER

JOHN FRIEDENBACH

April 28, 2022

Sara Lynch
Hazard Mitigation Grants Specialist, Coastal Unit
Cal OES
Via email: Sara.Lynch@CalOES.ca.gov

RE: DR-4558-PA0389

HBMWD Turbidity Reduction facility Power Resiliency Project Grant Application

RFI Dated April 25, 2022

Dear Sara:

The following information is provided in response to the above referenced Request For Information (RFI) dated April 25, 2022. A copy of which is attached for reference.

1. Environmental & Historic Preservation (EHP):

Describe the proposed geotechnical investigations. If ground disturbance will be required, describe the method (e.g., boring, test pits, trenching), equipment needs, number, and location of testing with specific reference to the depth and breadth of expected ground disturbance, including staging areas.

Response: *The proposed geotechnical investigation will consist of the installation of two to three geotechnical borings to approximately 20 feet deep within the footprint of the new generator and fuel tank as shown on the drawings and figures submitted with the grant application. All the geotechnical borings will be in locations that have been previously disturbed as a result of a separate three-acre forest conversion project that was recently completed by the District. A Cultural Resources Report was completed prior to this three-acre conversion that resulted in a Finding of No Effect as defined by the National Historic Preservation Act and a Finding of No Impact as defined by the California Environmental Quality Act. The report is confidential due to its sensitive nature, but the management summary, table of contents, and a figure have been attached. A small to medium drilling rig will be used to install the borings. No other equipment will be required aside from pickup trucks. The bore hole diameters will be approximately six inches. Staging areas will not be required outside of the immediate vicinity of the drilling rig in the previously disturbed area. No ground disturbance outside of the borings themselves is anticipated aside from very minor surficial disturbance associated with turning the tracked drill rig.*

No vegetated areas will be disturbed for the geotechnical investigation. Soil will be removed during installation of the geotechnical borings for lab testing. Restoration activities will be completed based on standard practices. Bore holes will be backfilled to the surface with bentonite chips with water added at regular intervals during the backfill process, or cement grout.

The District understands that the costs for the attached Cultural Resources Report may not be eligible for reimbursement by FEMA. The District undertook this effort in advance of the 3-acre conversion timber harvest activity to ensure that no cultural resources would be encountered nor disturbed as a result of that activity as well as future planned development projects, including the generator project.

RFI Response Page -2-

We appreciate the opportunity to provide supplemental information to our application. If you have any additional questions or need any additional information, please do not hesitate to contact us.

Respectfully,

A handwritten signature in black ink, appearing to read "John Friedenbach". The signature is written in a cursive style with a large initial "J".

John Friedenbach
General Manager

Cc: Nathan Stevens, GHD

John Friedenbach

From: Lynch, Sara@CalOES <Sara.Lynch@CalOES.ca.gov>
Sent: Monday, April 25, 2022 3:14 PM
To: John Friedenbach
Cc: 'Nathan Stevens'
Subject: FEMA Request for Information, DR 4558-PA0389, HBMWD

Hello John,

Cal OES has received the following Request for Information from FEMA regarding the Humboldt Bay Municipal Water District Turbidity Reduction Facility Power Resiliency Generator Project:

Environmental & Historic Preservation (EHP):

- Describe the proposed geotechnical investigations. If ground disturbance would be required, describe the method (e.g., boring, test pits, trenching), equipment needs, number, and location of testing with specific reference to the depth and breadth of expected ground disturbance, including staging areas.

Please provide the RFI responses to Cal OES no later than **Thursday, May 5**. If you believe you will need additional time to respond to the RFI, please let me know ASAP and I will request an extension from FEMA. Please let me know if you have any other questions or concerns.

Thank You,

Sara Lynch, Hazard Mitigation Grants Specialist
Coastal Unit
Recovery - Hazard Mitigation Assistance Branch
California Governor's Office of Emergency Services



Cell: (916) 715-0508
www.caloes.ca.gov/HMGP



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

828 SEVENTH STREET, PO BOX 95 • EUREKA, CALIFORNIA 95502-0095

OFFICE 707-443-5018 ESSEX 707-822-2918

FAX 707-443-5731 707-822-8245

EMAIL OFFICE@HBMWD.COM

Website: www.hbmwd.com

BOARD OF DIRECTORS

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

GENERAL MANAGER

JOHN FRIEDENBACH

April 27, 2022

Sara Lynch
 Hazard Mitigation Grants Specialist, Coastal Unit
 Cal OES
 Via email: Sara.Lynch@CalOES.ca.gov

RE: DR-4569-538-08R
HBMWD Dam Advance Assistance Project Grant Application
RFI Dated April 18, 2022

Dear Sara:

The following information is provided in response to the above referenced Request For Information (RFI) dated April 18, 2022. A copy of which is attached for reference.

1. **The Scope of Work includes general locations for geotechnical borings. Provide the geographic coordinates (latitude/longitude) for each boring.**

Response: *Exact locations for each geotechnical boring cannot be determined at this time. A geotechnical engineer and an engineer who specializes in dam stability will need to be engaged to determine the optimal locations for geotechnical borings. Additionally, exact boring locations will be determined in part based on a site-specific analysis with considerations for access limitations. Borings will be in the vicinity of the following locations as shown in Figure 2 of the application. A copy of which is attached for your reference:*

	<u>Spillway</u>	<u>Toe of Dam</u>
Latitude:	40.369588°	40.220969°
Longitude:	-123.433265°	-123.260397°

2. **If any portion of this proposed project will occur on public lands managed by a Federal Agency (US Forest Service, Bureau of Land Management, National Park Service, US Fish & Wildlife, Bureau of Reclamation), notification and/or coordination must occur prior to review by EHP. Provide project point of contact at the Federal Agency and documentation of the coordination inclusive of a response from the Agency.**

Response: *The dam is located on US Forest Service owned property. HBMWD operates under a Forest Service special use permit: MDR 1400-02. Attached is a letter dated April 26, 2022 which specifically approves the boring and other activities anticipated under our Advance Assistance grant application for that property.*

3. Provide the original year of construction for the R.W. Matthews Dam and spillway.
- a. If the dam is a designated historic property or in a designated historic district, provide information on the known historic property/district, as applicable.

Response: *R.W. Matthews Dam and the associated spillway were constructed from 1960-1962. To the best of the District's knowledge, the dam is not a designated historic property, nor does it meet the criteria for being added to the historic property register. Furthermore, the dam is not within a designated historic district.*

4. Pre-award costs related to preparation of this subapplication should be identified in the Subrecipient Management Cost (SRMC) subapplication. Please remove the Pre-award costs related to completing the subapplication from the project Cost Estimate and incorporate them into the SRMC subapplication. Please also ensure that incorporating these cost into the SRMC subapplication does not result in the SRMC exceeding 5% of the total project cost.

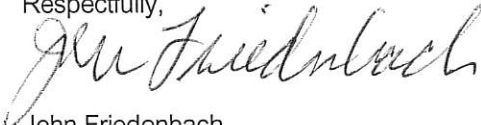
Response: *The SRMC subapplication notes that "grant management costs...funding provides a resource to fund staff to oversee the grant management functions of the project." It is the District's opinion that subapplication development does not fall within the purview of staff overseeing grant management functions of the project as the "project" does not exist until it is approved/awarded. Furthermore, by moving these pre-award costs out of the project and into Management Costs, the District is losing \$25,987.50 in allowable project management funds. As a project cost, 75% is reimbursed by FEMA and 25% is District match. $\$24,750 \times 25\% = \$6,187.50$ match. If moved to Management Costs, the District loses \$25,987.50 [$\$24,750 + \$1,237.50 (24,750 \times 5\%)$] in funds to actively manage the actual project. Upon reading 2 CFR 200.403, we can find no reference to Pre-award costs defined as Management Costs incurred during the grant project administration. Consequently, it is our belief that pre-award costs related to preparation of the Advance Assistance subapplication are properly categorized as a part of the project Cost Estimate as Pre-Award costs. Moreover, historically grant preparation costs have always been classified by FEMA as Pre-Award costs for project costs and reimbursable as such. The District respectfully requests the opportunity to discuss this topic further with Cal OES and/or FEMA staff.*

5. Are the permits to be acquired to complete the geotechnical assessments and seismic stability analysis for this Advance Assistance project, or for the future construction-based project to be completed as a result of this Advance Assistance project?

Response: *Permissions/permits to complete the geotechnical assessments will be obtained from the Federal Energy Regulatory Commission (FERC) and the California Department of Water Resources Division of Safety of Dams (DSOD) as a part of the Advance Assistance project. Additionally, permits for the future construction of the project will also be completed as a part of this Advance Assistance project. The project design will be advanced to the 65% level as a part of the Advance Assistance project to confirm feasibility, constructability, and permitting requirements of the proposed project. This will aid in determining an appropriate scope for Environmental, Historic, and Preservation (EHP) review. As a result, FEMA will be able to determine the correct level of NEPA / EHP review for the construction project when the Advance Assistance project is complete. The intent is that once funding is awarded for the subsequent implementation phase of the project after the Advance Assistance phase, the District can complete final design and proceed straight into bidding and construction.*

We appreciate the opportunity to provide supplemental information to our application. If you have any additional questions or need any additional information, please do not hesitate to contact us.

Respectfully,



John Friedenbach
General Manager

Cc: Nathan Stevens, GHD



United States
Department of
Agriculture

Forest
Service

Pacific Southwest Region
Six Rivers National Forest

1330 Bayshore Way
Eureka, CA 95501
707-442-1721
TDD: 707-442-1721
Fax: 707-442-9242

File Code: 2720
Date: April 26, 2022

Mr. John Friedenbach
General Manager
Humboldt Bay Municipal Water District
828 7th Street
Eureka, California 95501

Dear Mr. Friedenbach:

I have reviewed your proposal to do test borings in the Humboldt Bay Municipal Water District's Ruth Dam spillway and just south of the powerhouse. Said boring are being done at the request of the Federal Emergency Management Administration and the State of California, Office of Emergency Services to answer seismic integrity questions for possible grant funding.

The Ruth Dam lies on National Forest System lands and is currently authorized to operate under a Forest Service special use permit MDR 1400-02. Part of the responsibilities of the permittee is to be in compliance with laws, regulations and other legal requirements as well as doing inspections, maintenance and identifying all hazards.

The proposed borings in the spillway and near the powerhouse if done under the direction of a qualified dam engineer and contractor falls within the maintenance requirements of the permit and are therefore permitted. Please provide George Frey, the Forest Service permit administrator in this office, with the results of the bore tests and any subsequent plans for future upgrades to the dam structure.

Sincerely,

X *Juniper Dyer*

Acting For
TED O. MCARTHUR
Forest Supervisor

cc: Kristen Lark



John Friedenbach

From: Lynch, Sara@CalOES <Sara.Lynch@CalOES.ca.gov>
Sent: Monday, April 18, 2022 9:20 AM
To: John Friedenbach
Cc: 'Nathan Stevens'
Subject: FEMA Request for Information, DR 4569-PA0538, Matthews Dam Advance Assistance

Follow Up Flag: Follow up
Due By: Monday, April 25, 2022 8:00 AM
Flag Status: Flagged

Hello John,

FEMA has provided the following Request for Information for the Humboldt Bay Municipal Water District Matthews Dam Advance Assistance Project:

In order for the DR-4569-538-08R; HBMWD – Matthews Dam Advance Assistance project to be considered complete, the following information is required:

- The Scope of Work includes general locations for geotechnical borings. Provide the geographic coordinates (latitude/longitude) for each boring.
- If any portion of this proposed project will occur on public lands managed by a Federal Agency (US Forest Service, Bureau of Land Management, National Park Service, US Fish & Wildlife, Bureau of Reclamation), notification and/or coordination must occur prior to review by EHP. Provide project point of contact at the Federal Agency and documentation of the coordination inclusive of a response from the Agency.
- Provide the original year of construction for the R.W. Matthews Dam and spillway.
 - If the dam is a designated historic property or in a designated historic district, provide information on the known historic property/district, as applicable.
- Pre-award costs related to preparation of this subapplication should be identified in the Subrecipient Management Cost (SRMC) subapplication. Please remove the Pre-award costs related to completing the subapplication from the project Cost Estimate and incorporate them into the SRMC subapplication. Please also ensure that incorporating these cost into the SRMC subapplication does not result in the SRMC exceeding 5% of the total project cost.
- Are the permits to be acquired to complete the geotechnical assessments and seismic stability analysis for this Advance Assistance project, or for the future construction based project to be completed as a result of this Advance Assistance project?

Please provide the RFI responses to Cal OES no later than **Wednesday, April 27**. Please let me know if you have any other questions or concerns.

Thank You,

Sara Lynch, Hazard Mitigation Grants Specialist
Coastal Unit
Recovery - Hazard Mitigation Assistance Branch
California Governor's Office of Emergency Services



Cell: (916) 715-0508
www.caloes.ca.gov/HMGP

FINANCIALS

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

<u>BANK ACCOUNT BALANCES AT MONTH-END</u>	April 30, 2022	April 30, 2021
GENERAL ACCOUNTS		
1. US Bank - General Account	4,119,004.26	2,652,414.22
2. US Bank - Xpress BillPay/Electronic Payments Account	13,767.80	5,139.34
<i>Subtotal</i>	4,132,772.06	2,657,553.56
INVESTMENT & INTEREST BEARING ACCOUNTS		
3. US Bank - DWR/SRF Money Markey Acct	166,547.15	303,354.70
4. US Bank - DWR/SRF Reserve CD Account	547,336.94	547,336.94
5. US Bank - PARS Investment Account	1,009,769.44	953,097.76
<i>Contributions = \$800,000 Earnings = \$209,769.44</i>		
6. L. A. I. F Account - General Account	1,687.78	1,687.78
7. L. A. I. F Account - MSRA Reserve Account	442,707.28	441,335.20
8. CalTRUST - Restricted Inv. Account (Medium Term)	1,329,638.18	1,320,606.21
9. CalTRUST - Unrestricted Inv. Account (Medium Term)	360,936.38	428,493.17
10. CalTRUST - DWFP Reserve Account (FedFund)	240,808.44	240,671.25
11. CalTRUST - ReMat Account (LEAF Fund)	1,031,402.13	780,278.04
12. CalTRUST - General Reserve Account (Short-Term)	2,368,149.37	2,381,615.81
<i>Total CalTRUST Accounts</i>	<i>5,330,934.50</i>	<i>5,151,664.48</i>
13. Humboldt County - SRF Loan Payment Account	189,639.04	52,807.07
14. Humboldt County - 1% Tax Account	(18,048.38)	60,242.85
15. Principle Investment Account	36,386.76	34,010.46
<i>Subtotal</i>	7,706,960.51	7,545,537.24
OTHER ACCOUNTS		
16. ReMat Deposit - Mellon Bank	27,000.00	27,000.00
17. Cash on Hand	650.00	650.00
18. Humboldt County - Investment Account (clsd)	-	11,822.68
19. Humboldt County - DWFP Reserve Account (clsd)	-	1,483.48
20. Humboldt County - MSRA Reserve Account (clsd)	-	-
21. Humboldt County - ReMat Account (clsd)	-	2,865.28
<i>Subtotal</i>	27,650.00	43,821.44
TOTAL CASH	11,867,382.57	10,246,912.24

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

<u>FUND BALANCES AT MONTH-END</u>	April 30, 2022	April 30, 2021
RESTRICTED FUNDS - ENCUMBERED		
1. Prior-Year Price Factor 2 Rebate	(598.20)	(4,371.89)
2. Prior-Year Restricted AP Encumbrances	(296,530.00)	(133,667.00)
3. Advanced Charges - 12Kv Relocation	(821,879.67)	-
4. Advanced Charges - 18,000lb Excavator	-	(125,459.00)
5. Advanced Charges - 3x Tank Seismic Retrofit	(1,056,440.67)	(151,756.26)
6. Advanced Charges - Cathodic Protection Project	(120,833.30)	(83,330.00)
7. Advanced Charges - Collector 2 Rehabilitation	(1,210,004.00)	(700,049.49)
8. Advanced Charges - On-Site Generation of Chlorine	(841,032.20)	(482,863.00)
9. Advanced Charges - Redundant Pipeline	(198,337.30)	(140,895.00)
10. Advanced Charges - TRF Emergency Generator	(362,500.00)	(295,830.00)
10a. 3AC Collected Funds - TRF Emergency Generator	(317,390.32)	-
11. Advanced Funding - Community Power Resiliency	(215,000.00)	(215,000.00)
11a. Advanced Funding - FEMA, Shoreline Debris Removal	(97,942.00)	-
12. Advanced Charges - Assist. Spillway Seismic Grant	(19,166.66)	-
<i>Subtotal</i>	(5,557,654.32)	(2,333,221.64)
RESTRICTED FUNDS - OTHER		
12. 1% Tax Credit to Muni's	18,048.38	(60,242.85)
13. DWR Reserve for SRF Payment	(166,547.15)	(303,361.91)
14. DWR Reserve for SRF Loan	(547,336.94)	(547,336.94)
15. Pension Trust Reserves	(1,009,769.44)	(953,097.76)
16. ReMat Deposit	(27,000.00)	(27,000.00)
17. HB Retail Capital Replacement Reserves	(118,481.40)	(85,030.62)
<i>Subtotal</i>	(1,851,086.55)	(1,976,070.08)
UNRESTRICTED FUNDS		
BOARD RESTRICTED		
18. MSRA Reserves	(444,395.06)	(443,022.98)
19. DWFP Reserves	(240,808.44)	(240,671.25)
20. ReMat Reserves	(1,031,402.13)	(656,708.60)
21. Paik-Nicely Development	(4,158.00)	(4,158.00)
22. Principle Investment Reserves	(36,386.76)	(34,010.46)
22a. Northern Mainline Extension Study Prepayment	56.40	(5,651.43)
<i>Subtotal</i>	(1,757,093.99)	(1,384,222.72)
UNRESTRICTED RESERVES		
23. Accumulation for SRF Payment	(189,639.04)	(103,248.43)
24. Accumulation for Ranney/Techite Payment	14,408.97	29,927.24
25. General Fund Reserves	(2,526,317.64)	(4,485,709.05)
<i>Subtotal</i>	(2,701,547.71)	(4,553,397.80)
TOTAL NET POSITION	(11,867,382.57)	(10,246,912.24)

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
REVENUE REPORT
April 30, 2022



A. REVENUE RETURNED TO CUSTOMERS VIA PF2

	MTD RECEIPTS	YTD RECEIPTS	PRIOR YEAR	BUDGET	% OF BUDGET
1. Humboldt Bay Retail Water Revenue	21,973	259,227	249,144	375,000	69%
General Revenue					
Interest	0	0	0	0	0%
FCSD Contract (Maint. & Operations)	16,417	210,893	169,508	225,000	94%
Power Sales (Net ReMat)	3,586	107,483	97,615	125,000	86%
Tax Receipts (1% Taxes)	0	0	198,457	875,000	0%
2. Miscellaneous Revenue*	3,516	111,171	97,382	50,000	222%
<i>*Detail on following page</i>					
TOTAL PF2 REVENUE CREDITS	45,492	688,774	812,107	1,650,000	42%

B. DISTRICT REVENUE

	MTD RECEIPTS	YTD RECEIPTS	PRIOR YEAR	BUDGET	% OF BUDGET
3. Industrial Water Revenue					
Harbor District	0	207	419	0	0
<i>Subtotal Industrial Water Revenue</i>	0	207	419	0	0
4. Municipal Water Revenue					
City of Arcata	112,170	1,134,549	1,052,824	1,457,266	78%
City of Blue Lake	14,911	152,256	146,208	190,603	80%
City of Eureka	263,539	2,648,556	2,485,807	3,368,178	79%
Fieldbrook CSD	14,483	146,867	125,688	185,228	79%
Humboldt CSD	81,544	832,900	817,051	1,061,800	78%
Manila CSD	6,210	62,999	58,028	79,725	79%
McKinleyville CSD	91,383	924,032	856,704	1,188,443	78%
<i>Subtotal Municipal Water Revenue</i>	584,241	5,902,160	5,542,310	7,531,243	78%
TOTAL INDUSTRIAL & WHOLESALE REVENUE	584,241	5,902,366	5,542,730	7,531,243	78%
5. Power Sales					
Power Sales (ReMat Revenue)	5,920	237,118	198,225	300,000	79%
Interest (ReMat Revenue)	0	0	5,620	0	
TOTAL REMAT REVENUE	5,920	237,118	203,845	300,000	79%
6. Other Revenue and Grant Reimbursement					
HB Retail Capital Replacement Rev.	3,623	39,562	39,224		
FCSD Contract (Admin & Overhead)	7,395	78,665	79,743		
FEMA/CalOES Grant Revenue	0	1,237,391	444,179		
SWRCB In-Stream Flow Grant Revenue	0	13,103	44,742		
Quagga Grant (Pass-Through)	0	3,700	0		
August Complex Fire Recovery	0	183,812	0		
Interest - Muni PF2 Retained	0	929	24,939		
Net Increase/(Decrease) Investment Accounts	(15,752)	(109,800)	151,902		
TOTAL OTHER/GRANT REVENUE	(4,734)	1,447,362	784,729		
GRAND TOTAL REVENUE	630,918	8,275,619	7,343,410	9,481,243	87%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
MISCELLANEOUS REVENUE - DETAIL REPORT

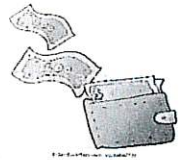
April 30, 2022

**B. MISCELLANEOUS RECEIPTS (RETURNED TO CUSTOMERS VIA PF2)**

	MTD RECEIPTS	YTD RECEIPTS
<u>Miscellaneous Revenue</u>		
Dividend - Principal Life	-	678
Fees - Park Use	-	150
Rebate - CALCard	-	646
Refund - Diesel Fuel Tax	-	58
Refunds - Miscellaneous	-	-
Reimb - Blue Lake SCADA/Internet Monthly Fees	52	460
Reimb. - Copies & Postage	6	55
Reimb. - Gas	-	-
Reimb. - Telephone	-	3.23
UB - Water Processing Fees	90	360
UB - Hydrant Rental Deposit/Use	534	13,083
Sale of Scrap Metal/Equipment	-	4,512
Retirees' Health Ins./COBRA Reimb.	2,099	31,401
State Water Arrearages Administration Rev.	-	53
	-	-
<u>Ruth Area</u>		
Lease - Don Bridge	614	614
Rent - Ruth Cabin	120	1,410
August Complex Wildfire FEMA Reimbursement	-	57,687
TOTAL MISCELLANEOUS REVENUE	3,516	111,171

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
 ALL - MONTHLY EXPENDITURE REPORT - PAGE 1 OF 3
 April 30, 2022

83%
 Of Budget Year



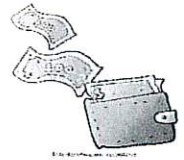
SALARY AND EMPLOYEE BENEFIT EXPENDITURES (S. E. B.)

	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget
Compensation					
1. Wages - Regular	181,001.00	1,857,926.87	1,720,390.37	2,345,318	88%
1a. COVID Essential Service Pay*	(9,405.62)	(91,863.96)	(18,862.93)	(122,000)	75%
2. Wages - Sick	4,783.13	57,946.08	42,535.51		
3. Wages - Vacation	10,557.24	153,574.97	124,719.19		
<i>Subtotal</i>	186,935.75	1,977,583.96	1,868,782.14	2,223,318	89%
4. Wages - Overtime	12,352.59	22,705.62	20,429.12	15,000	
5. Wages - Holiday (Worked)	-	9,709.90	11,048.84	15,000	
<i>Subtotal</i>	12,352.59	32,415.52	31,477.96	30,000	108%
6. Wages - Part-Time	1,700.07	12,755.43	22,932.67	97,557	13%
7. Wages - Shift Differential	879.60	8,426.41	8,930.24	11,000	77%
8. Wages - Standby	6,716.35	71,193.51	68,452.78	81,000	88%
9. Director Compensation	1,760.00	19,440.00	18,080.00	26,000	75%
10. Secretarial Fees	262.50	2,625.00	2,625.00	3,200	82%
11. Payroll Tax Expenses	16,679.63	169,740.49	158,535.39	198,150	86%
11a. COVID Ess. P/R Tax*	(719.53)	(7,027.59)	(1,443.01)	(10,000)	70%
<i>Subtotal</i>	27,278.62	277,153.25	279,556.08	406,907	68%
Employee Benefits					
12. Health, Life, & LTD Ins.	55,257.55	593,360.31	602,169.18	720,570	82%
13. Air Medical Insurance	-	2,279.00	2,080.00	2,210	103%
14. Retiree Medical Insurance	8,059.02	96,255.59	122,648.33	92,323	104%
15. Employee Dental Insurance	2,834.64	28,462.70	27,465.30	40,839	70%
16. Employee Vision Insurance	612.48	6,084.77	5,993.73	7,572	80%
17. Employee EAP	78.54	780.67	807.00	1,116	70%
18. 457b District Contribution	5,830.96	31,596.44	25,550.00	30,600	103%
19. CalPERS Expenses	27,005.26	520,196.20	469,628.21	581,759	89%
20. Workers Comp Insurance	31,886.11	112,662.40	85,008.57	109,557	103%
<i>Subtotal</i>	131,564.56	1,391,678.08	1,341,350.32	1,586,546	88%
TOTAL S.E.B	358,131.52	3,678,830.81	3,521,166.50	4,246,771	87%

*As approved by the Board of Directors on March 11, 2021, COVID Essential Service Pay Increase is funded via District reserves.

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
MONTHLY EXPENDITURE REPORT - PAGE 2 OF 3
April 30, 2022

83%
Of Budget Year

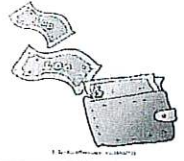


SERVICE & SUPPLY EXPENDITURES (S & S)

	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget
Operations & Maintenance					
1. Auto Maintenance	3,249.98	43,390.11	33,446.27	39,700	109%
2. Engineering	5,878.41	38,915.19	16,697.53	75,000	52%
3. Lab Expenses	2,815.00	13,138.27	13,846.80	13,000	101%
4. Maintenance & Repairs					
General	6,736.95	31,758.12	21,209.77	47,000	68%
TRF	2,520.68	14,387.64	7,092.24	17,000	85%
Subtotal	9,257.63	46,145.76	28,302.01	64,000	72%
5. Materials & Supplies					
General	4,758.28	48,247.34	58,592.77	42,000	115%
TRF	-	38,014.08	11,022.04	35,000	109%
Subtotal	4,758.28	86,261.42	69,614.81	77,000	112%
6. Radio Maintenance	565.76	9,746.04	6,979.21	8,500	115%
7. Ruth Lake License	-	1,500.00	1,500.00	1,500	100%
Safety Equip./Training					
General	1,002.01	23,526.52	26,260.65	22,000	107%
TRF	-	377.98	678.03	2,000	19%
Subtotal	1,002.01	23,904.50	26,938.68	24,000	100%
9. Tools & Equipment	210.36	3,951.53	3,611.82	5,000	79%
10. USGS Meter Station	-	-	15,430.00	8,500	0%
Operations Subtotal	27,737.43	266,952.82	216,367.13	316,200	84%
General & Administration					
11. Accounting Services	-	19,945.00	4,752.00	18,000	111%
12. Bad Debt Expense	-	-	-	-	0
13. Dues & Subscriptions	-	37,233.54	30,970.32	33,000	113%
14. General Manager Training	99.00	1,684.52	47.00	3,000	56%
15. IT & Software Maintenance	4,918.27	24,367.85	21,121.24	31,000	79%
16. Insurance	-	85,684.62	86,792.90	111,000	77%
17. Internet	922.94	9,516.67	8,339.98	10,000	95%
18. Legal Services	10,874.00	27,562.45	22,492.50	35,000	79%
19. Miscellaneous	2,155.36	3,873.10	3,080.21	11,500	34%
20. Office Building Maint.	1,950.46	14,064.36	15,443.14	16,000	88%
21. Office Expense	5,140.38	31,667.68	41,213.40	40,500	78%
22. Professional Services	11,122.10	25,739.15	3,165.72	20,000	129%
23. Property Tax	-	2,006.00	945.00	1,000	201%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
 MONTHLY EXPENDITURE REPORT - PAGE 3 OF 3
 April 30, 2022

83%
 Of Budget Year



SERVICE & SUPPLY EXPENDITURES (con't)

	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget
24. Regulatory Agency Fees	45,037.42	196,283.84	130,422.42	179,500	109%
25. Ruth Lake Programs	-	-	-	5,000	0%
26. Safety Apparel	103.08	4,032.57	2,925.68	3,000	134%
27. Technical Training	-	1,786.36	1,010.00	14,500	12%
28. Telephone	4,198.98	35,162.25	30,307.49	40,000	88%
29. Travel & Conference	1,841.86	5,142.08	231.00	25,000	21%
<i>Gen. & Admin. Subtotal</i>	<i>88,363.85</i>	<i>525,752.04</i>	<i>403,260.00</i>	<i>597,001</i>	<i>88%</i>

Power

30. Essex - PG & E	61,812.06	663,114.67	588,430.79		
31. 2Mw Generator Fuel	-	2,274.57	3,358.48		
<i>Subtotal Essex Pumping</i>	<i>61,812.06</i>	<i>665,389.24</i>	<i>591,789.27</i>		
32. All other PG & E	10,689.35	85,978.02	89,643.28		
<i>Subtotal All Power</i>	<i>72,501.41</i>	<i>751,367.26</i>	<i>681,432.55</i>	<i>787,500</i>	<i>95%</i>
Total Service and Supplies incl.					
Power	188,602.69	1,544,072.12	1,301,059.68	1,700,701	91%

PROJECTS, FIXED ASSETS & CONSULTING SERVICES

	Month-to-Date	Year-to-Date		Budget	% of Budget
	233,672.00	2,676,833.00		14,298,086	19%

GRAND TOTAL EXPENSES **780,406.21** **7,899,735.93** **4,822,226.18** **20,245,558** **39%**

33. Debt Service - SRF Loan - 273,668.58 273,668.58 547,337 50%

34. Debt Service - US Bank - 81,399.90 81,399.90 81,100 100%

TOTAL EXPENSES WITH DEBT SERVICE

781,657.75 **8,276,458.53** **5,177,294.66** **20,873,995**

OTHER EXPENSES

35. ReMat Consultant Exp. 1,251.54 21,654.12 16,315.90

36. Capital Replacement Exp. - - 157.88

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
PROJECT PROGRESS REPORT
 April 30, 2022

83% Of Budget Year

**A. CAPITAL PROJECTS**

	MTD	YTD		% OF
<u>ACTIVE GRANT FUNDED CAPITAL PROJECTS</u>	<u>EXPENSES</u>	<u>TOTAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
1 Grant - 12kV Switchgear Relocation <i>(\$3M - FEMA, Approved)</i>	(42,575)	1,640,141	2,533,041	65%
2 Grant - Collector 2 Rehabilitation <i>(\$1.6M - NCRP Prop1, Approved)</i>	0	65,705	1,487,835	4%
3 Grant - 3x Tank Seismic Retro <i>(\$3.5M - FEMA, Phase 1 Approved)</i>	0	66,887	3,424,817	2%
4 Grant - Community Power Resiliency <i>(\$215k CalOES, Approved)</i>	215,000	215,000	215,000	100%
5 Grant - Collector Mainline Redundancy Pipeline <i>(Treatment/Base Facility Project, \$3.1M - FEMA, In Process)</i>	0	12,071	0	0
6 Grant - TRF Generator <i>(Treatment Facility Project, \$1.9M - FEMA, In Process)</i>	0	6,158	0	0
6a Grant - NCRP -Forestry Consultant	88	88	15,000	1%
<u>NON-GRANT FUNDED CAPITAL PROJECTS</u>				
7 On-Site Generation of Chlorine <i>(\$850k - FY22, Treatment Facility Project)</i>	9,187	9,713	850,000	1%
8 Prof. Services for New Capital Debt	0	0	81,100	0%
9 Power and Fiber Optic Link to Collector 2, Phase 2	0	0	44,000	0%
10 Line Shed #8	885	1,167	61,750	2%
11 TRF Filter Building, Mezzanine EOC <i>(Treatment Facility Project)</i>	0	12,653	10,750	118%
12 TRF Line Shed 5 Ramp and Concrete Work <i>(Treatment Facility Project)</i>	0	1,144	2,000	57%
13 Solar at Eureka Main Office	0	0	30,000	0%
14 CalFire Fuel Reduction Contract	0	165	50,000	0%
TOTAL CAPITAL PROJECTS	182,585	2,030,891	8,805,293	23%

B. EQUIPMENT AND FIXED ASSET PROJECTS

	MTD	YTD		% OF
	<u>EXPENSES</u>	<u>TOTAL</u>	<u>BUDGET</u>	<u>BUDGET</u>
15 FY22 Replace ESSEX Administrative Computers	0	2,236	6,300	35%
16 Replace 1 of 3 Essex Admin Servers	13	9,737	11,000	89%
17 Collector Lube Oil Detection System	0	1,035	8,250	13%
18 Replace Unit 9	0	0	82,000	0%
19 Hydraulic Oil Filtering Cart	433	3,637	3,750	97%
20 Tools and Storage For Elec/Maint Shops & Trucks	0	4,441	5,000	89%
21 Backflow Test Kit	0	1,340	1,500	89%
22 Unit 5 Truck Upgrades	0	1,178	2,250	52%
23 Portable Chlorination Dosing Skid	0	0	11,750	0%
24 Drum Handling Equipment <i>(Treatment Facility Project)</i>	0	0	2,000	0%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
PROJECT PROGRESS REPORT - PAGE 2 OF 5
April 30, 2022

83% Of Budget Year

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

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
25 TRF Chemical Building PLC Module Expansion <i>(Treatment Facility Project)</i>	1,158	1,158	3,250	36%
26 Replace Alum Pumps <i>(Treatment Facility Project)</i>	0	0	17,250	0%
27 FY22 Replace EUREKA Administrative Computers	277	1,892	3,500	54%
28 Replace Ruth HQ UV Water Treatment System	0	0	2,500	0%
29 Purchase Portable Radios for Ruth	0	2,098	2,250	93%
30 Penstock Ventilation System	0	0	4,250	0%
31 Utility Work, Inspection and Response Boat	560	88,823	81,750	109%
31A Collector 2-4 Power Feed Replacement	0	30,479	50,000	61%
TOTAL EQUIPMENT & FIXED ASSET PROJECTS	2,441	148,055	248,550	60%

C. MAINTENANCE PROJECTS

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
32 FY22 Pipeline Maintenance	0	3,918	14,000	28%
33 FY22 12kV Electric System Maintenance	0	0	4,200	0%
34 FY22 Main Line Meter Flow Calibration	0	0	14,000	0%
35 FY22 Technical Support & Software Updates	1,199	19,224	29,000	66%
36 FY22 Generator Services	0	1,722	3,500	49%
37 FY22 Hazard & Diseased Tree Removal	0	0	8,000	0%
38 FY22 Cathodic Protection	0	0	6,500	0%
39 FY22 Maintenance Emergency Repairs	7,301	17,555	50,000	35%
40 FY22 Fleet Paint Repairs	0	0	5,000	0%
41 Partial Counter Calibration	0	2,194	1,250	176%
42 Replace Collector 4 Cable	0	0	8,250	0%
43 Cyber Assessment	0	0	19,250	0%
44 Power Pole/Line Inspection/Maintenance	0	0	17,500	0%
45 Collector MCC Breaker & Door Switch Replacement	0	0	73,000	0%
46 Upgrade Microsoft Office - Essex	0	72	1,250	6%
47 Security Fencing Replacement - Essex & Samoa BPS	1,359	6,067	93,000	7%
48 Lighting Upgrades for Shop/Collectors/Line Sheds	0	227	9,750	2%
49 Collector 1 Interior Painting	560	1,452	41,750	3%
50 FY22 TRF Generator Service <i>(Treatment Facility Project)</i>	0	88	500	18%
51 FY22 TRF Limitorque Valve Retrofit Supplies <i>(Treatment Facility Project)</i>	0	0	14,500	0%
52 Replace One WWR Pump P551 VFD <i>(Treatment Facility Project)</i>	421	421	5,750	7%
53 TRF Sludge Bed Gutter Replacement <i>(Treatment Facility Project)</i>	178	978	10,000	10%
54 TRF Process Pumps <i>(Treatment Facility Project)</i>	0	2,039	3,000	68%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
PROJECT PROGRESS REPORT - PAGE 3 OF 5
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**C. MAINTENANCE PROJECTS (con't)**

	MTD	YTD		% OF
	EXPENSES	TOTAL	BUDGET	BUDGET
55 TRF Instrumentation Replacement <i>(Treatment Facility Project)</i>	4,038	10,067	15,750	64%
56 TRF Valve Network Upgrade (Phase 1 of 5) <i>(Treatment Facility Project)</i>	0	0	15,750	0%
57 FY22 Brush Abatement Ruth Hydro	0	0	6,500	0%
58 FY22 Howell Bunger Valve Inspection	0	0	1,000	0%
59 FY22 LTO Insurance	0	0	5,000	0%
60 FY22 Log Boom Inspection	0	651	1,500	43%
61 FY22 Spillway Repairs	0	5,283	15,000	35%
62 Ruth Logboom Interconnection Plates	18,081	18,081	16,500	110%
63 Woody Debris Removal	0	0	30,000	0%
64 Lease Lots Surveys	0	0	25,000	0%
64A TRF Sump Pump Project	0	6,507	7,000	93%
65 FEMA - Fire Disaster Recovery	293	29,141	0	0
66 Grant - FEMA - COVID-19 Pandemic	0	1,604	0	0
TOTAL MAINTENANCE PROJECTS	33,429	127,293	571,950	22%

D. PROFESSIONAL & CONSULTING SERVICES

	MTD	YTD		% OF
	EXPENSES	TOTAL	BUDGET	BUDGET
67 FY22 Crane Testing/Certification	0	10,000	10,000	100%
68 FY22 Chlorine System Maintenance	0	6,925	16,750	41%
69 FY22 Backflow Tester Training	0	350	3,000	12%
70 FY22 Hydro Plant Annual Electrical and Maintenance	311	311	4,000	8%
71 CAISO Meter Inspection Calibration	0	0	4,000	0%
72 FY22 Crane Operator Re-Certification	0	7	21,250	0%
73 ATS Pro-IT Support	1,430	13,310	23,500	57%
74 Essex Mad River Cross-Sectional Survey	0	14,411	12,000	120%
75 FY22 Technical Training	0	0	23,250	0%
76 FY22 O & M Training	0	165	20,000	1%
77 Public Education Funds	0	0	5,000	0%
78 Water Quality Monitoring Plan	0	373	30,000	1%
79 GIS / FIS Ruth Area, Including Internship	0	0	5,000	0%
80 Collector Arc Flash Study Update/Breaker Test	0	0	20,000	0%
81 CalFire Forest Health Grant	1,699	11,905	20,000	60%
82 FY22 Mad River Regulatory Compliance Assistance	0	0	50,000	0%
83 Annual Section 115 Pension Trust Contribution	0	50,000	50,000	100%
84 Grant Applications Assistance	0	0	20,000	0%
85 Inundation Mapping	0	9,440	50,000	19%
86 Collector 4 Restoration	0	0	5,000	0%
86a GIS Project at Ruth Lake (USFS)	0	0	0	0

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
 PROJECT PROGRESS REPORT - PAGE 4 OF 5
 April 30, 2022

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**D. PROFESSIONAL & CONSULTING SERVICES (CONT)**

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
87 FERC Part 12 - Independent Consultant & Engineer	0	65,658	110,000	60%
88 FERC Dam Safety Surveillance and Monitoring Report	0	223	5,000	4%
89 FERC Chief Dam Safety Engineer	0	1,565	12,000	13%
90 Dam Spillway Wall Monument Survey	3,885	25,885	16,000	162%
91 Spillway Repair, Dam Inspection & Reporting Assist	0	5,063	5,000	101%
92 Assessments of Spillway Drains/Floor/Flip Bucket	0	0	120,000	0%
TOTAL PROF/CONSULTING SERVICES	7,324	215,589	660,750	33%

E. INDUSTRIAL SYSTEM PROJECTS

93 Maintain Water Supply to Industrial Pump Station 6	0	0	13,250	0%
TOTAL INDUSTRIAL SYSTEM PROJECTS	0	0	13,250	0%

F. CARRY-OVER PROJECTS FROM PRIOR YEAR

94 Collector 5 Security & Anti-Vandalism Measures	0	0	7,500	0%
TOTAL CARRYOVER PROJECTS	0	0	7,500	0%

G. PROJECTS NOT CURRENTLY CHARGED TO MUNICIPAL CUSTOMERS

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
95 Streambed Flow Enhancement Grant <i>(DWR Grant)</i>	1,360	24,205	449,902	5%
96 Refurbish PS-6 (Phase 1) <i>(EDA Grant & Reserves)</i>	0	0	3,500,000	0%
97 I/W System Evaluation Memo <i>(Reserves)</i>	0	0	26,000	0%
98 PS6 Gravel Bar Work <i>(Reserves)</i>	0	0	76,100	0%
99 Industrial System Assistance <i>(Reserves)</i>	0	0	10,000	0%
100 I/W Reservoir Overflow Dissipator Maint/Hardening <i>(Reserves)</i>	0	0	9,500	0%
101 Clean-Out Industrial Water Tank <i>(Reserves)</i>	0	0	25,000	0%
102 Domestic Water for Nordic <i>(Reserves/Nordic)</i>	0	278	5,000	6%
103 Industrial and Domestic System Intertie <i>(Reserves)</i>	0	0	32,000	0%
TOTAL NOT CHARGED TO CUSTOMERS	1,360	24,483	4,133,502	1%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
PROJECT PROGRESS REPORT - PAGE 5 OF 5
April 30, 2022

83% Of Budget Year



H. ADVANCED CHARGES & DEBIT SERVICE FUNDS COLLECTED - FY22

	MTD	YTD	BUDGET	% BUDGET
104 Grant - Collector Mainline Redundancy Pipeline <i>(Treatment/Base Facility Project, \$3.1M - FEMA, In Process)</i>	3,333	33,333	40,000	83%
105 Cathodic Protection Project <i>(\$405k, FY22)</i>	2,083	20,833	25,000	83%
106 On-Site Generation of Chlorine <i>(\$850k - FY22, Treatment Facility Project)</i>	4,484	44,839	53,807	83%
107 Grant - TRF Generator <i>(Treatment Facility Project, \$1.9M - FEMA, In Process)</i>	6,250	62,500	75,000	83%
108 Grant - Adv. Assistance Spillway Seismic <i>(\$1.9M - FEMA, In Process)</i>	2,083	20,833	25,000	83%
109 Ranney Collector 3/Techite Debit Service Funds	7,373	73,727	81,100	91%
TOTAL ADVANCED CHARGES COLLECTED - FY21	25,607	256,066	299,907	85%

PROJECT PROGRESS REPORT SUMMARY OF ALL ACTIVITY

CUSTOMER CHARGES	MTD	YTD	BUDGET	% BUDGET
TOTAL NON-GRANT FUNDED CAPITAL PROJECTS*	10,072	24,842	279,600	9%
TOTAL EQUIPMENT & FIXED ASSET PROJECTS	2,441	148,055	248,550	60%
TOTAL MAINTENANCE PROJECTS	33,429	127,293	571,950	22%
TOTAL PROF/CONSULTING SERVICES	7,324	215,589	660,750	33%
TOTAL INDUSTRIAL SYSTEM PROJECTS	0	0	13,250	0%
TOTAL CARRYOVER PROJECTS	0	0	7,500	0%
TOTAL ADVANCED CHARGES/DEBIT SERVICE - FY21	25,607	256,066	299,907	85%
TOTAL CUSTOMER CHARGES	\$78,873	\$771,846	\$2,081,507	37%

*EXCLUDES ON-SITE GENERATION OF CHLORINE

NON-CUSTOMER CHARGES (CURRENT FY)	MTD	YTD	BUDGET	% BUDGET
TOTAL GRANT FUNDED CAPITAL PROJECTS	172,513	2,006,049	7,660,693	26%
TOTAL NON-CUSTOMER CHARGES	1,360	24,483	4,133,502	1%
TOTAL USE OF ENCUMBERED FUNDS	6,533	131,597	429,384	31%
TOTAL NON-CUSTOMER CHARGES	\$180,406	\$2,162,128	\$12,223,579	18%
GRAND TOTAL PROJECT BUDGET ACTIVITY	\$259,279	\$2,933,974	\$14,305,086	21%

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HUMBOLDT BAY MUNICIPAL WATER DISTRICT
ENCUMBERED FUNDS RECONCILIATION REPORT
April 30, 2022



	MTD EXPENSES	YTD TOTAL	AMOUNT ENCUMBERED	REMAINING
A. CAPITAL PROJECTS				
1 Tesla Battery Project - ESSEX	0	0	5,000	5,000
2 Tesla Battery Project - TRF	238	18,817	12,500	(6,317)
3 Replacement Server Rack - Eureka Office	1,348	4,194	5,500	1,306
4 Fiber Optic Link - Collector 2 (Phase 1)	0	0	28,500	28,500
5 Techite Intertie Location Abandonment	0	0	5,000	5,000
6 Headquarters Remodel	0	5,610	120,000	114,390
B. EQUIPMENT & FIXED ASSET PROJECTS				
7 Transformer at Hydro Plant	0	0	100,000	100,000
8 Headquarters & Bunkhouse Generator	0	931	1,500	569
9 Curbing on Mad River Road	0	0	5,600	5,600
10 18,000 Lb. Excavator	0	1,259	1,500	241
11 Tractor	0	0	600	600
12 Front Office Doors	0	4,910	6,000	1,090
C. MAINTENANCE PROJECTS				
13 FY21 Cathodic Protection	0	0	6,500	6,500
14 Surge Tank Refurbishments	0	860	1,000	140
15 FY21 TRF Limitorque Valve Retrofit Supplies	0	13,434	13,300	(134)
16 FY21 Chemical Pump Spare Parts Inventory	0	805	5,250	4,445
17 Hydro Plant Annual Elect. & Maintenance Inspection	0	0	2,050	2,050
18 FY21 Chlorine System Maintenance	0	2,217	2,800	583
D. PROFESSIONAL & CONSULTING SERVICES				
19 404 Permit Assistance	0	5,638	30,000	24,362
20 FY21 Hazard/Diseased Tree Removal	0	700	700	0
21 FY21 Essex Mad River Cross-Sectional Survey	0	1,075	1,075	0
22 FERC Part 12 - Plunge Pool Underwater Inspection	0	8,300	8,300	0
23 FERC Part 12 - Ind. Consultant Insp. (FY22)	0	12,700	12,700	0
24 FERC - Dam Safety Engineer	0	2,000	2,000	0
25 Col. 2 Underground 12Kv Power/Fiber Optic	930	4,816	8,680	3,864
26 Spillway Inundation Map	0	20,000	20,000	0
E. FY20 SERVICE & SUPPLY BUDGET				
27 AUTO EXPENSE/MAINTENANCE	0	7628	7,628	0
28 MAINTENANCE & REPAIRS	0	6684	6,684	0
29 MATERIALS & SUPPLIES	0	5000	5,000	0
30 TOOLS & EQUIPMENT	1036	1036	1,036	0
31 PROFESSIONAL SERVICES	2981	2981	2,981	0

ENCUMBERED FUNDS TOTAL	6,533	131,597	429,384	297,788
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Humboldt Bay Municipal Water District

--Monthly Overtime Report--
Pay period dates: 4/1/2022 - 4/30/2022Page: 1
May 03, 2022 08:37PM

Position Title	2-01 Overtime Emp Hrs	2-01 Overtime Emp Amt	2-02 Doubletime Emp Hrs	2-02 Doubletime Emp Amt
Elec & Ins Tech	1.50	\$91	.00	\$0
Elec & Ins Tech	.50	\$28	.00	\$0
Oper & Mnt Tech	4.00	\$220	.00	\$0
Total ESSEX:	6.00	\$340	.00	\$0
Hydro Oper Ruth	6.00	\$354	.00	\$0
Total RUTH:	6.00	\$354	.00	\$0
Grand Totals:	12.00	\$693	.00	\$0

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 4/1/2022-4/30/2022Page: 1
May 03, 2022 08:38PM

Vendor Name	Date Paid	Description	Amount Paid
101 NETLINK			
101 NETLINK	04/01/2022	<i>Ruth Data Link/Internet</i>	190.00
Total 101 NETLINK:			190.00
ACWA/JPIA			
ACWA/JPIA	04/22/2022	<i>Workers Compensation January-March 2022</i>	31,886.11
ACWA/JPIA	04/20/2022	<i>RETIREE MEDICAL</i>	7,975.26
ACWA/JPIA	04/20/2022	<i>COBRA Dental</i>	65.20
ACWA/JPIA	04/20/2022	<i>COBRA Vision</i>	18.56
Total ACWA/JPIA:			39,945.13
Advanced Security Systems			
Advanced Security Systems	04/14/2022	<i>Essex office Quarterly Alarm System Monitoring</i>	196.50
Total Advanced Security Systems:			196.50
AirGas NCN			
AirGas NCN	04/27/2022	<i>Annual Ruth Maintenance</i>	38.05
AirGas NCN	04/27/2022	<i>Annual Ruth Maintenance</i>	38.05
AirGas NCN	04/27/2022	<i>Annual Ruth Maintenance</i>	125.08
AirGas NCN	04/27/2022	<i>Annual Ruth Maintenance</i>	125.09
AirGas NCN	04/27/2022	<i>safety equipment maintenance</i>	173.96
AirGas NCN	04/19/2022	<i>Ruth Safety supplies</i>	31.77
AirGas NCN	04/19/2022	<i>Annual Ruth Maintenance</i>	8.20
AirGas NCN	04/19/2022	<i>Annual Ruth Maintenance</i>	8.20
AirGas NCN	04/27/2022	<i>Fall protection equipment maintenance</i>	329.58
AirGas NCN	04/27/2022	<i>safety equipment</i>	51.45
AirGas NCN	04/27/2022	<i>Ruth Hydro safety equipment</i>	26.47
Total AirGas NCN:			955.90
Altec Industries, Inc			
Altec Industries, Inc	04/27/2022	<i>Altec chipper maintenance</i>	533.95
Total Altec Industries, Inc:			533.95
Analytical Services, Inc			
Analytical Services, Inc	04/27/2022	<i>lab samples</i>	1,960.00
Total Analytical Services, Inc:			1,960.00
AT & T			
AT & T	04/15/2022	<i>Eureka/Essex LandLine</i>	36.04
AT & T	04/15/2022	<i>Arcata/Essex LandLine</i>	36.04
AT & T	04/15/2022	<i>Samoa/Essex LandLine</i>	241.63
AT & T	04/15/2022	<i>Eureka Office Modem</i>	209.21
AT & T	04/15/2022	<i>Eureka Office Alarm Line</i>	204.75
AT & T	04/15/2022	<i>Samoa Booster Pump Station</i>	207.31
AT & T	04/15/2022	<i>Valve Building - Samoa</i>	209.21
AT & T	04/15/2022	<i>Eureka Office</i>	824.59
AT & T	04/15/2022	<i>Ruth Hydro Data Line</i>	204.74
AT & T	04/15/2022	<i>Essex office/Modem/Essex Alarm System</i>	204.75
AT & T	04/15/2022	<i>TRF</i>	202.84
AT & T	04/19/2022	<i>STMS Service</i>	310.96

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
Total AT & T:			2,892.07
AT&T Advertising Solutions			
AT&T Advertising Solutions	04/26/2022	white page listing	21.00
Total AT&T Advertising Solutions:			21.00
AT&T Long Distance			
AT&T Long Distance	04/15/2022	Essex Control Long Distance	120.69
AT&T Long Distance	04/15/2022	Essex Office Long Distance	29.46
AT&T Long Distance	04/15/2022	Eureka Office Long Distance	23.27
AT&T Long Distance	04/15/2022	TRF Long Distance	7.14
AT&T Long Distance	04/05/2022	Eureka Office Long Distance	165.29
Total AT&T Long Distance:			345.85
ATS Communications			
ATS Communications	04/27/2022	Elite Server Care	1,430.00
Total ATS Communications:			1,430.00
Ben Boak			
Ben Boak	04/26/2022	Boat Rental Shoreline Debris Removal FEMA Grant	262.50
Ben Boak	04/26/2022	Boat Rental NCRP Forestry Consultant - Grant	87.50
Total Ben Boak:			350.00
Best, Best & Krieger			
Best, Best & Krieger	04/26/2022	Legal Assistance - Employee Benefits	340.00
Total Best, Best & Krieger:			340.00
Buckles-Smith			
Buckles-Smith	04/28/2022	TRF Filter Building repairs	306.99
Buckles-Smith	04/28/2022	TRF REplace Wash Water Recovery Pump Varialbe Freq Drive	420.80
Buckles-Smith	04/28/2022	On-Site Chlorine Generation	9,055.84
Buckles-Smith	04/28/2022	TRF Chemical Building PLC Module Expansion	99.31
Buckles-Smith	04/28/2022	TRF Chemical Building PLC Module Expansion	935.89
Buckles-Smith	04/28/2022	TRF Chemical Building PLC Module Expansion	122.72
Buckles-Smith	04/28/2022	12 KV Switchgear Relocation - Grant	1,073.07
Total Buckles-Smith:			12,014.62
Chris Merz			
Chris Merz	04/26/2022	Expense Reimbursement food supplies for Ruth Annual Maintena	47.80
Chris Merz	04/26/2022	Expense Reimbursement food supplies for Annual Ruth Maintena	47.81
Chris Merz	04/26/2022	Expense Reimbursement food supplies for Annual Ruth Maintena	70.61
Chris Merz	04/26/2022	Expense Reimbursement food supplies for Annual Ruth Maintena	70.62
Total Chris Merz:			236.84
Citi Cards			
Citi Cards	04/27/2022	Replace mattresses at Ruth Bunkhouse	686.97
Citi Cards	04/27/2022	Meeting chairs for Ruth HQ	72.15
Citi Cards	04/27/2022	Meeting chairs for Ruth Hydro	72.15

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Vendor Name	Date Paid	Description	Amount Paid
Total Citi Cards:			831.27
City of Eureka			
City of Eureka	04/14/2022	<i>Eureka office water/sewer</i>	89.53
Total City of Eureka:			89.53
Coastal Business Systems Inc.			
Coastal Business Systems Inc.	04/13/2022	<i>Essex copy/fax machine</i>	244.83
Coastal Business Systems Inc.	04/13/2022	<i>Eureka office copy and fax machine</i>	685.80
Total Coastal Business Systems Inc.:			930.63
Colantuono, Highsmith & Whatley			
Colantuono, Highsmith & Whatley	04/26/2022	<i>12KV Switgear Relocation - Grant</i>	210.00
Total Colantuono, Highsmith & Whatley:			210.00
Dale H. Davidsen			
Dale H. Davidsen	04/26/2022	<i>expense reimbursement - AWWA Conference</i>	22.37
Total Dale H. Davidsen:			22.37
Dave Perkins			
Dave Perkins	04/05/2022	<i>auto mileage reimbursement</i>	170.24
Dave Perkins	04/05/2022	<i>auto mileage reimbursement</i>	36.27
Total Dave Perkins:			206.51
David J. Corral			
David J. Corral	04/26/2022	<i>expense reimbursement food supplies for Annual Ruth Maintena</i>	67.72
David J. Corral	04/26/2022	<i>expense reimbursement food supplies for Annual Ruth Maintena</i>	67.73
Total David J. Corral:			135.45
Dept Water Resources			
Dept Water Resources	04/26/2022	<i>Annual Dam Fees</i>	41,728.00
Total Dept Water Resources:			41,728.00
Dimitra A Zalarvis-Chase			
Dimitra A Zalarvis-Chase	04/05/2022	<i>TRF 3-Acre Conversion</i>	3,482.62
Total Dimitra A Zalarvis-Chase:			3,482.62
Enterprise Record/Times-Standard			
Enterprise Record/Times-Standard	04/26/2022	<i>Legal Notice - Notice of Public Hearing District Ordinance 24</i>	806.78
Total Enterprise Record/Times-Standard:			806.78
Eureka Oxygen			
Eureka Oxygen	04/14/2022	<i>cylinder rental</i>	126.04
Total Eureka Oxygen:			126.04

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Vendor Name	Date Paid	Description	Amount Paid
Fastenal Company			
Fastenal Company	04/27/2022	Security Fence Essex and Samoa Booster Pump Station	566.96
Total Fastenal Company:			566.96
FEDEX			
FEDEX	04/01/2022	Ship Streamlight flashlight for repair	15.99
Total FEDEX:			15.99
Finney Arnold LLP			
Finney Arnold LLP	04/26/2022	Legal Assistance - McNamara and Peepe Site	10,100.00
Total Finney Arnold LLP:			10,100.00
FleetPride			
FleetPride	04/27/2022	Unit 10 maintenance	6.73
Total FleetPride:			6.73
Frontier Communications			
Frontier Communications	04/26/2022	Ruth HQ Phone	55.65
Frontier Communications	04/26/2022	Ruth Hydro/Ruth Dataline	229.83
Total Frontier Communications:			285.48
GHD			
GHD	04/01/2022	R.W. Matthews Dam Surveys	3,884.53
GHD	04/27/2022	Collector 2 Underground Power & Fiber Optic Line	930.00
GHD	04/27/2022	General Engineering - Essex	723.75
GHD	04/27/2022	General Engineering - Eureka	437.50
GHD	04/27/2022	General Engineering - Ruth Area	43.75
GHD	04/27/2022	General Engineering - Onsite Chlorine Generation	131.25
GHD	04/27/2022	GIS Assistance with District Division Boundaries	267.63
GHD	04/27/2022	Coastal Development Permit for Samoa Peninsula ROW Phase 1	4,405.78
GHD	04/27/2022	12 KV Replacement- Grant	6,475.50
Total GHD:			17,299.69
GR Sundberg, Inc			
GR Sundberg, Inc	04/27/2022	Fieldbrook-Glendale CSD leak repair Glendale Drive	4,752.27
Total GR Sundberg, Inc:			4,752.27
Hach Company			
Hach Company	04/28/2022	Replace Turbidimeter	315.61
Hach Company	04/28/2022	TRF Instrumentation Replacement	4,037.72
Hach Company	04/28/2022	Replace Turbidimeter	5,341.30
Total Hach Company:			9,694.63
Harbor Freight Tools			
Harbor Freight Tools	04/27/2022	TRF Tools	156.21
Total Harbor Freight Tools:			156.21

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Vendor Name	Date Paid	Description	Amount Paid
Health Equity Inc			
Health Equity Inc	04/20/2022	District HSA Contributions- 3 employees	1,121.73
Health Equity Inc	04/20/2022	District HSA Contributions - 8 employees	3,970.60
Health Equity Inc	04/14/2022	HSA Admin Fee - 5 employees	14.75
Health Equity Inc	04/14/2022	HSA Admin Fee 7 employees	20.65
Health Equity Inc	04/04/2022	District HSA Contributions Incentive - 8 employees	4,000.00
Health Equity Inc	04/04/2022	District HSA Contributions Incentive- 3 employees	1,500.00
Total Health Equity Inc:			10,627.73
Hensel Hardware			
Hensel Hardware	04/28/2022	Annual Ruth Maintenance	49.42
Hensel Hardware	04/28/2022	Ruth Hydro Plant Annual Electrical/Maintenance Inspection	139.37
Hensel Hardware	04/28/2022	Collector 1 Interior Painting	115.25
Hensel Hardware	04/28/2022	Annual Ruth Maintenance	53.76
Hensel Hardware	04/28/2022	Collector 1 Interior Painting	91.49
Hensel Hardware	04/28/2022	Collector 1 Interior Painting	65.25
Hensel Hardware	04/28/2022	Late Charge - February Invoice	.50
Total Hensel Hardware:			515.04
Hensell Materials			
Hensell Materials	04/27/2022	Security Fencing for Samoa Booster Pump Station	104.88
Total Hensell Materials:			104.88
Henwood Associates, Inc			
Henwood Associates, Inc	04/05/2022	Consultant Services Agreement- February 2022	625.77
Total Henwood Associates, Inc:			625.77
Humboldt County Health Department			
Humboldt County Health Department	04/26/2022	CalARP Program - Essex	1,045.00
Humboldt County Health Department	04/26/2022	Hazardous Materials Facility Fee -Essex	1,570.42
Humboldt County Health Department	04/26/2022	APSA Facility Charge - Essex	694.00
Total Humboldt County Health Department:			3,309.42
Humboldt County Treasurer			
Humboldt County Treasurer	04/28/2022	Fund No 3876 Account 800870	45,611.43
Total Humboldt County Treasurer:			45,611.43
Humboldt Redwood Company, LLC			
Humboldt Redwood Company, LLC	04/15/2022	Mt Pierce Lease site	308.26
Total Humboldt Redwood Company, LLC:			308.26
J. Bruce Rupp			
J. Bruce Rupp	04/27/2022	expense reimbursement - ACWA Strategic Planning Meeting	540.11
Total J. Bruce Rupp:			540.11
John Friedenbach			
John Friedenbach	04/14/2022	expense reimbursement - Director Laptop computer upgrade	826.51

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Vendor Name	Date Paid	Description	Amount Paid
Total John Friedenbach:			826.51
Johnson's Mobile Rentals LLC			
Johnson's Mobile Rentals LLC	04/26/2022	Tesla Battery Bank Project	237.74
Johnson's Mobile Rentals LLC	04/26/2022	Fence Rental Charge for Eureka Office Sewer replacement	5.00
Total Johnson's Mobile Rentals LLC:			242.74
JTN Energy, LLC			
JTN Energy, LLC	04/05/2022	Consultant Services Agreement - February 2022	625.77
Total JTN Energy, LLC:			625.77
Justin Natividad			
Justin Natividad	04/26/2022	expense reimbursement food supplies for Annual Ruth Maintena	67.70
Justin Natividad	04/26/2022	expense reimbursement Annual Ruth Maintenance	67.69
Total Justin Natividad:			135.39
Keenan Supply			
Keenan Supply	04/27/2022	Eureka Office sewer line project	408.27
Keenan Supply	04/27/2022	Humboldt Bay Retail customer service supplies	11.03
Keenan Supply	04/27/2022	Fieldbrook Glendale CSD customer service supplies	31.39
Keenan Supply	04/27/2022	Eureka Office sewer line project	5.80
Total Keenan Supply:			456.49
Keith Daggs			
Keith Daggs	04/26/2022	Expense Reimbursement food supplies Annual Ruth Maintenance	74.01
Keith Daggs	04/26/2022	Expense Reimbursement food supplies for Annual Ruth Maintena	74.00
Total Keith Daggs:			148.01
Kernen Construction			
Kernen Construction	04/27/2022	Line Shed 8 Build	446.95
Kernen Construction	04/27/2022	Line Shed 8 Build	221.09
Kernen Construction	04/27/2022	Line Shed 8 Build	216.70
Total Kernen Construction:			884.74
McMaster-Carr Supply			
McMaster-Carr Supply	04/27/2022	Ruth Hydro Annula Electrical/Maintenance Inspection	171.85
Total McMaster-Carr Supply:			171.85
Mendes Supply Company			
Mendes Supply Company	04/05/2022	Eureka office maintenance	156.13
Total Mendes Supply Company:			156.13
Miller Farms Nursery			
Miller Farms Nursery	04/28/2022	equipment maintenance	37.66
Miller Farms Nursery	04/28/2022	Gate openers	68.96
Total Miller Farms Nursery:			106.62

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Vendor Name	Date Paid	Description	Amount Paid
Mission Linen			
Mission Linen	04/05/2022	Uniform Rental	93.89
Mission Linen	04/05/2022	maintenance supplies	54.23
Mission Linen	04/05/2022	Uniform Rental	163.14
Mission Linen	04/05/2022	Uniform Rental	109.75
Mission Linen	04/05/2022	Uniform Rental	138.45
Mission Linen	04/05/2022	maintenance supplies	55.99
Mission Linen	04/05/2022	Uniform Rental	109.75
Mission Linen	04/05/2022	maintenance supplies	54.23
Total Mission Linen:			779.43
Mitchell, Brisso, Delaney & Vrieze			
Mitchell, Brisso, Delaney & Vrieze	04/14/2022	Legal Services- March 2022	279.00
Mitchell, Brisso, Delaney & Vrieze	04/14/2022	Legal Services- VDI Claim March 2022	155.00
Total Mitchell, Brisso, Delaney & Vrieze:			434.00
Napa Auto Parts			
Napa Auto Parts	04/19/2022	vehicle maintenance	52.96
Napa Auto Parts	04/19/2022	Essex maintenance supplies	91.51
Napa Auto Parts	04/28/2022	Unit 8 service	86.56
Napa Auto Parts	04/28/2022	equipment maintenance	37.71
Total Napa Auto Parts:			268.74
Nilsen Co.			
Nilsen Co.	04/28/2022	TRF Back Gate	482.86
Total Nilsen Co.:			482.86
North Coast Laboratories			
North Coast Laboratories	04/14/2022	lab tests - Humboldt Bay Retail	95.00
North Coast Laboratories	04/14/2022	lab tests - Fieldbrook-Glendale CSD	95.00
North Coast Laboratories	04/14/2022	lab tests - Humboldt Bay Retail	285.00
North Coast Laboratories	04/14/2022	lab tests - Fieldbrook-Glendale CSD	95.00
North Coast Laboratories	04/14/2022	lab tests - Humboldt Bay Retail	95.00
North Coast Laboratories	04/14/2022	lab tests - Humboldt Bay Retail	95.00
North Coast Laboratories	04/14/2022	lab tests - Fieldbrook-Glendale CSD	95.00
Total North Coast Laboratories:			855.00
Northern California Safety Consortium			
Northern California Safety Consortium	04/05/2022	membership fee	75.00
Total Northern California Safety Consortium:			75.00
Occu-Med, Ltd			
Occu-Med, Ltd	04/26/2022	New Employee Pre-Employment Exam	2,155.36
Total Occu-Med, Ltd:			2,155.36
Occupational Health Service of Mad River			
Occupational Health Service of Mad River	04/26/2022	Annual Hearing and Respirator Exam	131.25
Total Occupational Health Service of Mad River:			131.25

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Vendor Name	Date Paid	Description	Amount Paid
Pacific Gas & Electric Co.			
Pacific Gas & Electric Co.	04/01/2022	Ruth Bunkhouse	42.30
Pacific Gas & Electric Co.	04/01/2022	Ruth HQ	87.18
Pacific Gas & Electric Co.	04/19/2022	Eureka Office	680.12
Pacific Gas & Electric Co.	04/19/2022	Jackson Ranch Rectifier	16.74
Pacific Gas & Electric Co.	04/19/2022	299 Rectifier	132.58
Pacific Gas & Electric Co.	04/19/2022	West End Road Rectifier	145.80
Pacific Gas & Electric Co.	04/19/2022	TRF	8,405.11
Pacific Gas & Electric Co.	04/19/2022	Ruth Hydro Valve Control	27.45
Pacific Gas & Electric Co.	04/19/2022	Ruth Hydro	644.27
Pacific Gas & Electric Co.	04/19/2022	Samoa Booster Pump Station	472.56
Pacific Gas & Electric Co.	04/19/2022	Samoa Dial Station	35.24
Pacific Gas & Electric Co.	04/19/2022	Essex Pumping 3/1 to 31/2022	61,812.06
Total Pacific Gas & Electric Co.:			72,501.41
Pacific Paper Co.			
Pacific Paper Co.	04/19/2022	Eureka office supplies	277.35
Pacific Paper Co.	04/19/2022	Eureka office supplies	102.68
Pacific Paper Co.	04/27/2022	Eureka office supplies	86.21
Pacific Paper Co.	04/27/2022	TRF Floor Mat	118.27
Pacific Paper Co.	04/27/2022	Eureka office supplies	545.42
Pacific Paper Co.	04/28/2022	Eureka office supplies	87.39
Total Pacific Paper Co.:			1,217.32
Pape Material Handling			
Pape Material Handling	04/27/2022	equipment maintenance	156.13
Pape Material Handling	04/27/2022	equipment maintenance	41.70
Total Pape Material Handling:			197.83
Pitney Bowes			
Pitney Bowes	04/19/2022	refill postage	500.00
Total Pitney Bowes:			500.00
PitStop Cleaning			
PitStop Cleaning	04/01/2022	Eureka office cleaning	160.00
PitStop Cleaning	04/01/2022	Eureka office cleaning	160.00
Total PitStop Cleaning:			320.00
Platt Electric Supply			
Platt Electric Supply	04/28/2022	Annual Ruth Maintenance	147.78
Platt Electric Supply	04/28/2022	Annual Ruth Maintenance	31.17
Plati Electric Supply	04/28/2022	Annual Ruth Maintenance	42.50
Total Platt Electric Supply:			221.45
PPG Architectural Coatings			
PPG Architectural Coatings	04/28/2022	Collector 1 Interior Painting	234.48
Total PPG Architectural Coatings:			234.48
Recology Arcata			
Recology Arcata	04/26/2022	Essex Garbage/Recycling Service	647.25

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Vendor Name	Date Paid	Description	Amount Paid
Total Recology Arcata:			647.25
Recology Humboldt County			
Recology Humboldt County	04/14/2022	Eureka office garbage/recycling service	93.21
Total Recology Humboldt County:			93.21
Ryan Chairez			
Ryan Chairez	04/26/2022	expense reimbursement - food supplies for Annual Ruth Maintena	41.99
Ryan Chairez	04/26/2022	expense reimbursement - food supplies for Annual Ruth Mainten	41.99
Total Ryan Chairez:			83.98
Security Lock & Alarm			
Security Lock & Alarm	04/27/2022	TRF door hardware repair	895.85
Security Lock & Alarm	04/27/2022	12KV Switchgear Relocation - Grant	46.41
Total Security Lock & Alarm:			942.26
Sequoia Construction Specialties			
Sequoia Construction Specialties	04/14/2022	12KV Upgrade-Progress Payment 14	128,687.67
Sequoia Construction Specialties	04/26/2022	12KV Upgrade-Progress Payment 15	35,932.80
Total Sequoia Construction Specialties:			164,620.47
Sequoia Gas			
Sequoia Gas	04/05/2022	Ruth HQ Propane Tank Refill	296.12
Sequoia Gas	04/05/2022	Ruth HQ & Bunkhouse Generator propane	419.36
Total Sequoia Gas:			715.48
Shafer's Ace Hardware			
Shafer's Ace Hardware	04/14/2022	Electrician Tools	21.84
Shafer's Ace Hardware	04/14/2022	Electrical Shop Supplies	2.53
Total Shafer's Ace Hardware:			24.37
SHN Consulting Engineers & Geologists			
SHN Consulting Engineers & Geologists	04/26/2022	Assistance with District's SPCC Plan	4,941.25
SHN Consulting Engineers & Geologists	04/26/2022	Assistance with District's SPCC Plan	3,843.35
Total SHN Consulting Engineers & Geologists:			8,784.60
Sitestar Nationwide Internet			
Sitestar Nationwide Internet	04/05/2022	Essex Internet	52.90
Total Sitestar Nationwide Internet:			52.90
Solo Sports			
Solo Sports	04/26/2022	Safety Apparel	103.08
Total Solo Sports:			103.08
Stillwater Sciences			
Stillwater Sciences	04/26/2022	professional assistance -Streambed Flow Enhancement Grant	1,360.00

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Vendor Name	Date Paid	Description	Amount Paid
Total Stillwater Sciences:			1,360.00
Streamline			
Streamline	04/01/2022	Website maintenance membership fee	450.00
Total Streamline:			450.00
Sudden Link			
Sudden Link	04/14/2022	Fieldbrook-Glendale CSD Internet	323.61
Sudden Link	04/14/2022	Essex Phones	72.13
Sudden Link	04/14/2022	Essex internet	230.06
Sudden Link	04/05/2022	TRF Internet	25.27
Sudden Link	04/05/2022	TRF Internet - Blue Lake SCADA Monitoring	50.55
Sudden Link	04/05/2022	TRF Internet - Fieldbrook-Glendale CSD	50.55
Sudden Link	04/14/2022	Eureka Internet	208.45
Total Sudden Link:			960.62
SWAPE, LLC			
SWAPE, LLC	04/26/2022	Hydrology, Hydrogeology and sampling for McNamara Peepe si	2,337.50
Total SWAPE, LLC:			2,337.50
Thatcher Company, Inc			
Thatcher Company, Inc	04/05/2022	replenish chlorine	3,601.34
Thatcher Company, Inc	04/05/2022	replenish chlorine - container credit	1,000.00-
Thatcher Company, Inc	04/05/2022	replenish chlorine	108.27
Total Thatcher Company, Inc:			2,709.61
The Mill Yard			
The Mill Yard	04/19/2022	Samoa Booster Pump Station Security Fence	164.49
The Mill Yard	04/28/2022	Security Fencing at Essex and Samoa Booster Pump Station	205.29
The Mill Yard	04/28/2022	Collector 1 Interior Painting	53.31
The Mill Yard	04/28/2022	Security Fencing at Essex and Samoa Booster Pump Station	38.50-
The Mill Yard	04/28/2022	Security Fencing at Essex and Samoa Booster Pump Station	221.58
The Mill Yard	04/28/2022	Security Fencing at Essex and Samoa Booster Pump Station	38.50-
The Mill Yard	04/28/2022	Essex Maintenance shop supplies	56.38
The Mill Yard	04/28/2022	Security Fencing at Essex and Samoa Booster Pump Station	172.82
Total The Mill Yard:			796.87
Thrifty Supply			
Thrifty Supply	04/19/2022	TRF Sludge Bed Gutter Replacement	178.36
Thrifty Supply	04/28/2022	Hydraulic Oil Filtering Cart	432.98
Thrifty Supply	04/28/2022	Fieldbrook-Glendale CSD customer service supplies	108.37
Total Thrifty Supply:			719.71
Tim Farrell			
Tim Farrell	04/26/2022	expense reimbursement food supplies for Annual Ruth Maintena	54.07
Tim Farrell	04/26/2022	expense reimbursement food supplies for Annual Ruth Maintena	54.07
Total Tim Farrell:			108.14

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Vendor Name	Date Paid	Description	Amount Paid
Trinity County General Services			
Trinity County General Services	04/26/2022	<i>Pickett Peak site lease</i>	257.50
Total Trinity County General Services:			257.50
Trinity County Solid Waste			
Trinity County Solid Waste	04/14/2022	<i>Ruth HQ dump fees</i>	59.15
Trinity County Solid Waste	04/14/2022	<i>Ruth Hydro dump fees</i>	59.15
Total Trinity County Solid Waste:			118.30
U.S. Bank Corporate Payment System			
U.S. Bank Corporate Payment System	04/15/2022	<i>General Manager Training - Insp & Assess of Spillways-Webinar</i>	99.00
U.S. Bank Corporate Payment System	04/15/2022	<i>CalFire Forest Health Grant</i>	1,698.65
U.S. Bank Corporate Payment System	04/15/2022	<i>AWWA Conf Reg D.Davidsen</i>	549.00
U.S. Bank Corporate Payment System	04/15/2022	<i>AWWA Conf Travel D.Davidsen</i>	433.20
U.S. Bank Corporate Payment System	04/15/2022	<i>AWWA Conf-Lodging D. Davidsen</i>	297.18
U.S. Bank Corporate Payment System	04/15/2022	<i>Equipment Repair</i>	595.94
U.S. Bank Corporate Payment System	04/15/2022	<i>Refill Propane Emergency Generator</i>	50.04
U.S. Bank Corporate Payment System	04/15/2022	<i>purchase order software subscription</i>	79.70
U.S. Bank Corporate Payment System	04/15/2022	<i>Eureka office supplies</i>	159.37
U.S. Bank Corporate Payment System	04/15/2022	<i>Humboldt Bay Retail customer card stock</i>	68.37
U.S. Bank Corporate Payment System	04/15/2022	<i>Fieldbrook-Glendale CSD customer card stock</i>	173.66
U.S. Bank Corporate Payment System	04/15/2022	<i>Replenish Eureka office emergency backpacks</i>	60.40
U.S. Bank Corporate Payment System	04/15/2022	<i>Ruth Utility Boat</i>	511.79
U.S. Bank Corporate Payment System	04/15/2022	<i>Ruth Utility Boat</i>	48.48
U.S. Bank Corporate Payment System	04/15/2022	<i>TRF Maintenance</i>	691.65
U.S. Bank Corporate Payment System	04/15/2022	<i>Ruth HQ/Hydro Computer Router Support</i>	149.82
U.S. Bank Corporate Payment System	04/15/2022	<i>Ruth HQ/Hydro Computer Router Support</i>	149.83
U.S. Bank Corporate Payment System	04/15/2022	<i>Essex Admin Server Training</i>	12.99
U.S. Bank Corporate Payment System	04/15/2022	<i>TRF Access Gate</i>	143.33
U.S. Bank Corporate Payment System	04/15/2022	<i>Electrical Maintenance tool</i>	32.31
U.S. Bank Corporate Payment System	04/15/2022	<i>Electrical maint supplies</i>	31.53
U.S. Bank Corporate Payment System	04/15/2022	<i>Fieldbrook-Glendale CSD Router Support</i>	898.95
U.S. Bank Corporate Payment System	04/15/2022	<i>Essex Safety Meeting</i>	156.14
U.S. Bank Corporate Payment System	04/15/2022	<i>Essex Maint Supplies-Refund</i>	7.85-
U.S. Bank Corporate Payment System	04/15/2022	<i>Essex Maintenance</i>	216.51
Total U.S. Bank Corporate Payment System:			7,299.99
VALEO Networks			
VALEO Networks	04/01/2022	<i>Eureka office Essential Computer Care</i>	1,057.09
VALEO Networks	04/27/2022	<i>Managed Security Service Eureka Office Computers</i>	1,968.99
VALEO Networks	04/27/2022	<i>Credit for March Inv 18885 Invoice Managed Care</i>	800.00-
VALEO Networks	04/27/2022	<i>Eureka Office Server Rack Replacement</i>	1,348.00
VALEO Networks	04/05/2022	<i>Replace Billing Computer</i>	277.00
VALEO Networks	04/14/2022	<i>replace Eureka office computer</i>	2,033.74
Total VALEO Networks:			5,884.82
Valley Pacific Petroleum Servi, Inc			
Valley Pacific Petroleum Servi, Inc	04/14/2022	<i>cardlock fuel - Pumping & Control</i>	688.12
Valley Pacific Petroleum Servi, Inc	04/14/2022	<i>cardlock fuel - Water Quality</i>	688.12
Valley Pacific Petroleum Servi, Inc	04/14/2022	<i>cardlock fuel - Maintenance</i>	688.12
Valley Pacific Petroleum Servi, Inc	04/14/2022	<i>cardlock fuel - Humboldt Bay Retail</i>	178.93
Valley Pacific Petroleum Servi, Inc	04/14/2022	<i>cardlock fuel - Fieldbrook-Glendale CSD</i>	509.20

Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
Report dates: 4/1/2022-4/30/2022Page: 12
May 03, 2022 08:38PM

Vendor Name	Date Paid	Description	Amount Paid
Total Valley Pacific Petroleum Servi, Inc:			2,752.49
Verizon Wireless			
Verizon Wireless	04/14/2022	General Manager	39.25
Verizon Wireless	04/14/2022	Ruth Area Fire Recovery	30.72
Verizon Wireless	04/14/2022	Customer Service - Humboldt Bay	17.39
Verizon Wireless	04/14/2022	Customer Service - Fieldbrook-Glendale CSD	49.48
Verizon Wireless	04/14/2022	Operations 1	.17
Verizon Wireless	04/14/2022	Customer Service Ipad-Humboldt Bay	9.89
Verizon Wireless	04/14/2022	Customer Service Ipad - Fieldbrook-Glendale CSD	28.12
Verizon Wireless	04/14/2022	Ruth Area	24.13
Verizon Wireless	04/14/2022	Ruth Hydro	24.14
Total Verizon Wireless:			223.29
Wahlund Construction			
Wahlund Construction	04/27/2022	Emergency Electrical System repair	1,643.67
Total Wahlund Construction:			1,643.67
Worthington Products, Inc			
Worthington Products, Inc	04/27/2022	Ruth Logboom Interconnection Plates	18,081.25
Total Worthington Products, Inc:			18,081.25
Grand Totals:			520,401.40

Humboldt Bay Municipal Water District

To: Board of Directors

From: Chris Harris

Date: May 12, 2022

Re: Comparison of Rates - Employee Disability Insurance, Life Insurance, and Accidental Death & Dismemberment Policies – Follow-up

Prior (April 2022)

As part of our current comprehensive benefits package for employees, the District pays for employee Life Insurance, Long-Term Disability (LTD) Insurance, and Accidental Death and Dismemberment (AD&D). The Life Insurance benefit is \$50,000 for the employee (\$12,500 for spouse; \$2,000 for children). The AD&D benefit is \$50,000 for accidental death, and 25% to 100% for dismemberment depending upon body part(s) or function lost.

Employees also have the opportunity for additional coverage by opting into a voluntary Life Insurance Policy, managed by the same provider. The employees pay for this additional coverage through automatic payroll deductions.

Update

As requested, staff confirmed the rate quotes and verified coverages are *the same coverages currently available* to the employees.

Please see the comparison of rates in the attached charts.

Staff Recommendation

Staff has discussed the slight premium increases with the impacted staff (2) regarding the Lincoln policy. The impacted employees voiced no concern. Staff also re-confirmed that the District is able to change insurance providers at any time once all required District and employee documentation is completed.

Staff recommends the board approve moving all District Life, AD & D, and LTD coverages from Unum Insurance to Lincoln Insurance effective June 1, 2022 for an estimated savings to the District of \$13,000 annually.

Annual Premium Expense Comparison

	Life Insurance	AD & D	Dependent Life	LTD	Total Annual Premium	<Savings> Compared to Current Expense
Guardian	\$5,555	\$317	\$875	\$7,269	\$14,016	<\$12,742>
Hartford	\$4,116	\$740	\$1,320	\$10,949	\$17,125	<\$9,363>
Lincoln	\$3,538	\$322	\$815	\$8,519	\$13,194	< \$13,294 >
Principle	\$3,843	\$595	\$2,244	\$12,721	\$19,403	<\$7,083>
Unum-Renewal	\$4,406	\$241	\$1,440	\$22,373	\$28,460	+\$1,972
Unum-Current	\$4,084	\$241	\$1,440	\$20,723	\$26,488	\$0.00

Optional Additional Life Insurance* Coverage

Employee Payroll Deduction - Annual Rates Calculated Using \$50,000 Coverage

Age-Group (# Participants)	Guardian	Hartford	Lincoln	Principle	Unum-Current
40-44 (1)	\$115	\$88	\$72	\$126	\$120
45-49 (4)	\$183	\$144	\$109	\$206	\$188
50-54 (3)	\$298	\$211	\$166	\$327	\$277
55-59 (1)	\$480	\$313	\$312	\$500	\$397
60-64 (1)	\$729	\$385	\$479	\$768	\$492
65-69 (2)	\$1,371	\$552	\$923	\$1,247	\$726

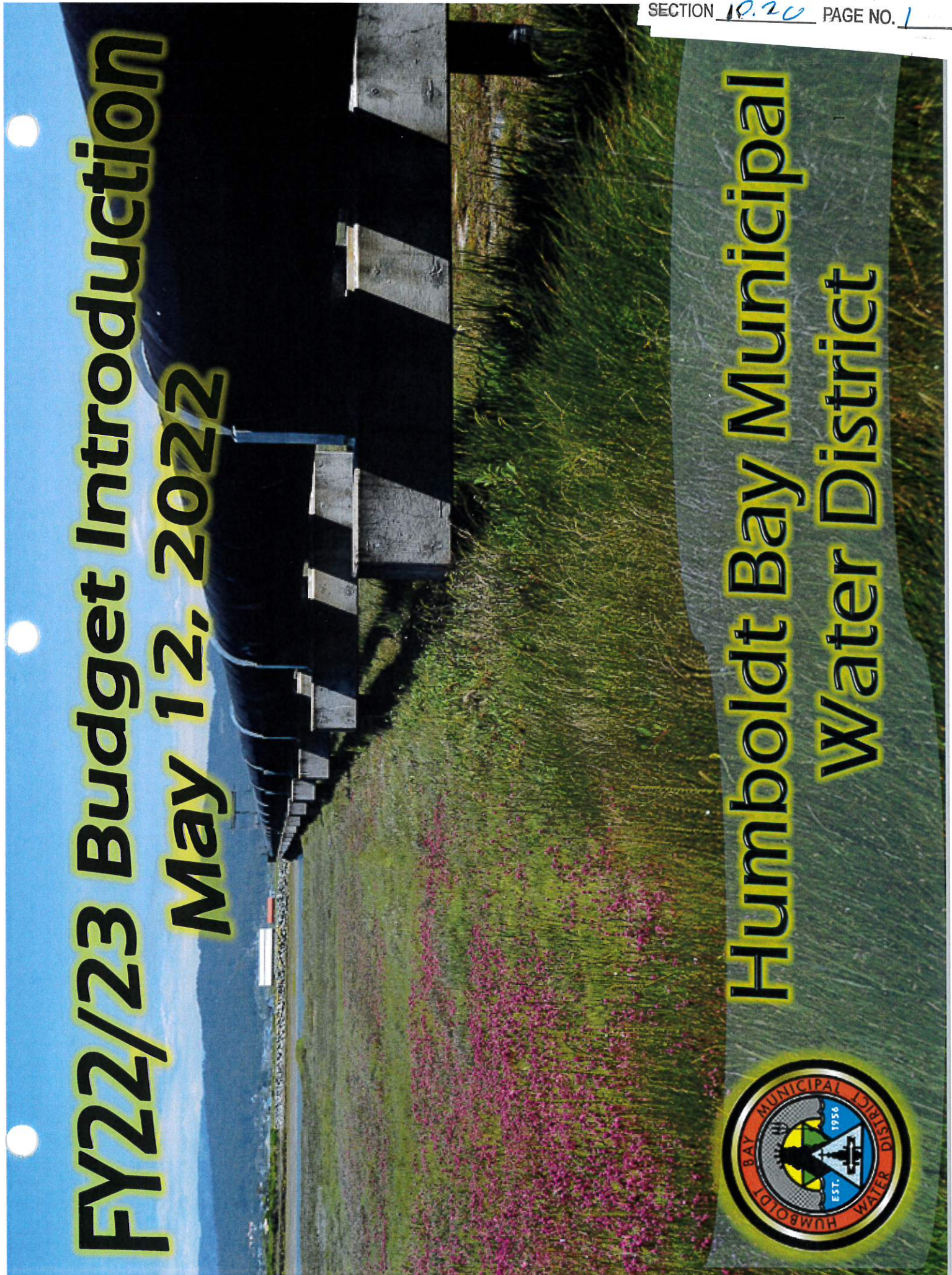
** Employees may also opt in to additional coverage for AD & D, and Spouse and Dependent Life

FY22/23 Budget Introduction

May 12, 2022



Humboldt Bay Municipal Water District



Scheduled Budget Meetings

MAY 12TH

SUMMARY OVERVIEW (**NEW**)
SERVICE & SUPPLY
SALARIES & EMPLOYEE BENEFITS

MAY 31ST

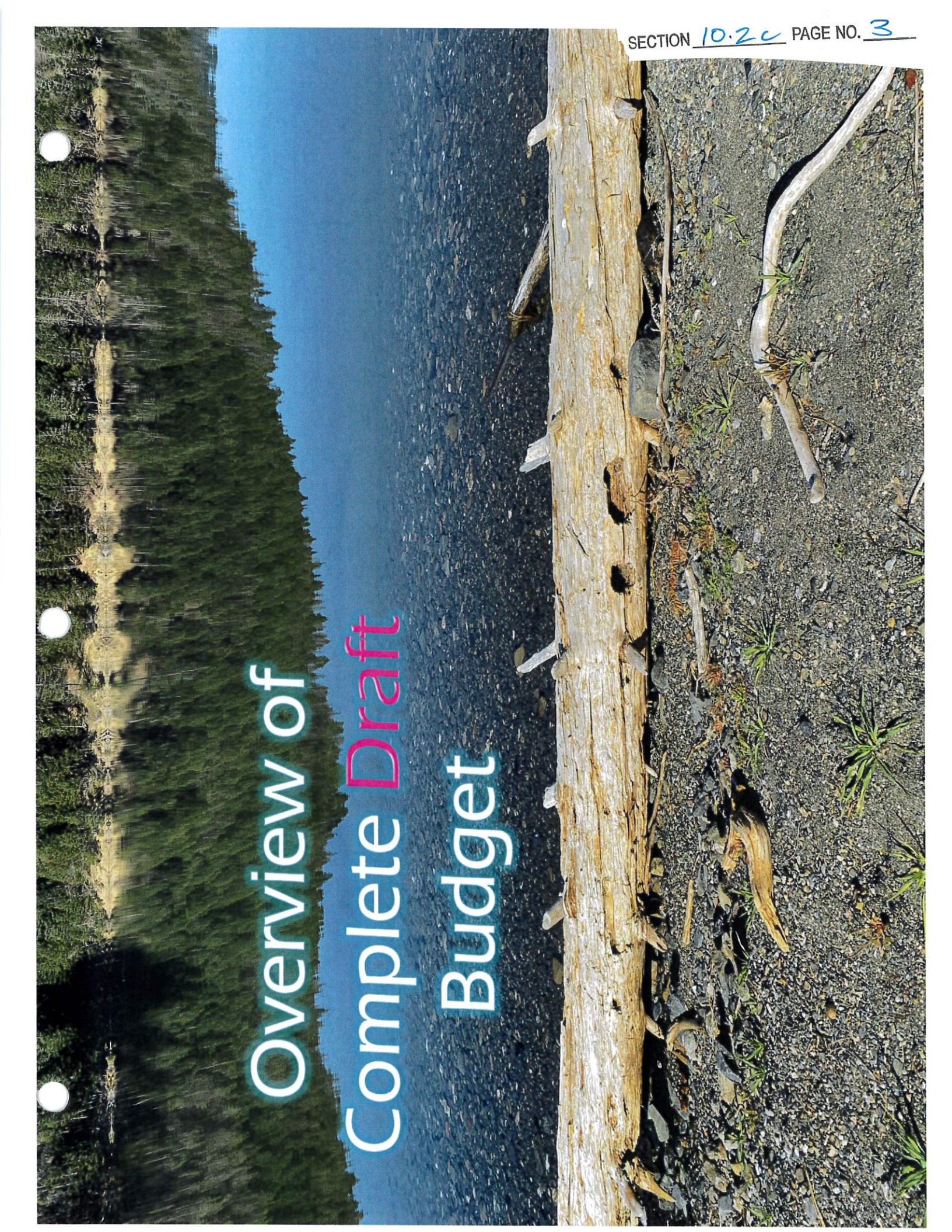
PROJECT BUDGET REVIEW

JUNE 9TH

REVIEW DRAFT OF ENTIRE BUDGET

JULY 14TH

CONSIDERATION & APPROVAL OF
FY2022/23 BUDGET



Overview of Complete Draft Budget

Summary and Comparison

7-yr Comparison of Charges to Municipal Customers

YEAR	TOTAL MUNI CHARGES	\$ CHANGE	% CHANGE
FY16/17	\$6,744,300	\$604,211	9.84%
FY17/18	\$5,534,500	<\$1,209,835>	<17.94%>
FY18/19	\$7,006,200	\$1,471,700	26.59%
FY19/20	\$7,188,057	\$181,857	2.60%
FY20/21	\$7,399,400	\$221,343	2.94%
FY21/22	\$7,589,200	\$189,800	2.56%
FY22/23 (Estimated)	\$7,809,000	\$219,800	2.90%

Individual Budget Components Comparison

Service & Supplies

YEAR	Service & Supplies Budget	\$ CHANGE	% CHANGE
FY2014/15	\$1,420,400	\$59,000	4.33%
FY2015/16	\$1,439,400	\$19,000	1.34%
FY2016/17	\$1,432,400	\$7,000	0.49%
FY2017/18	\$1,482,365	\$49,965	3.49%
FY2018/19	\$1,508,214	\$25,849	1.74%
FY2019/20	\$1,551,600	\$43,386	2.88%
FY2020/21	\$1,643,300	\$91,700	5.91%
FY2021/22	\$1,700,700	\$57,400	3.49%
FY2022/23 (Projected)	\$1,840,700	\$140,000	8.2%

Individual Budget Components Comparison

Salaries & Employee Benefits

YEAR	Salary & Employee Benefits	\$ CHANGE	% CHANGE
FY2014/15	\$3,160,611	\$455,383	16.83%
FY2015/16	\$3,453,292	\$292,681	9.26%
FY2016/17	\$3,596,134	\$142,842	4.14%
FY2017/18	\$3,742,276	\$146,142	4.06%
FY2018/19	\$3,938,118	\$195,842	5.23%
FY2019/20	\$4,084,484	\$146,366	3.72%
FY2020/21	\$4,225,110	\$140,626	3.44%
FY2021/22	\$4,411,700	\$186,590	4.42%
FY2022/23 (Projected)	\$4,746,200	\$334,500	7.58%

Individual Budget Components Comparison

Project Budget

YEAR	Project Budget*	\$ CHANGE	% CHANGE
FY2014/15	\$1,966,758	\$324,510	19.76%
FY2015/16	\$2,093,060	\$126,302	6.42%
FY2016/17	\$2,464,600	\$371,540	17.75%
FY2017/18	\$1,550,945	<\$913,655>	<37.07%>
FY2018/19	\$2,348,548	\$797,603	51.43%
FY2019/20	\$2,274,910	\$73,638	3.14%
FY2020/21	\$2,322,510	\$47,600	2.09%
FY2021/22	\$2,246,507	\$76,003	3.27%
FY2022/23 (Estimated)	\$2,074,700*	<\$171,807>	<7.65%>

*Does not include reallocation or encumbered funds

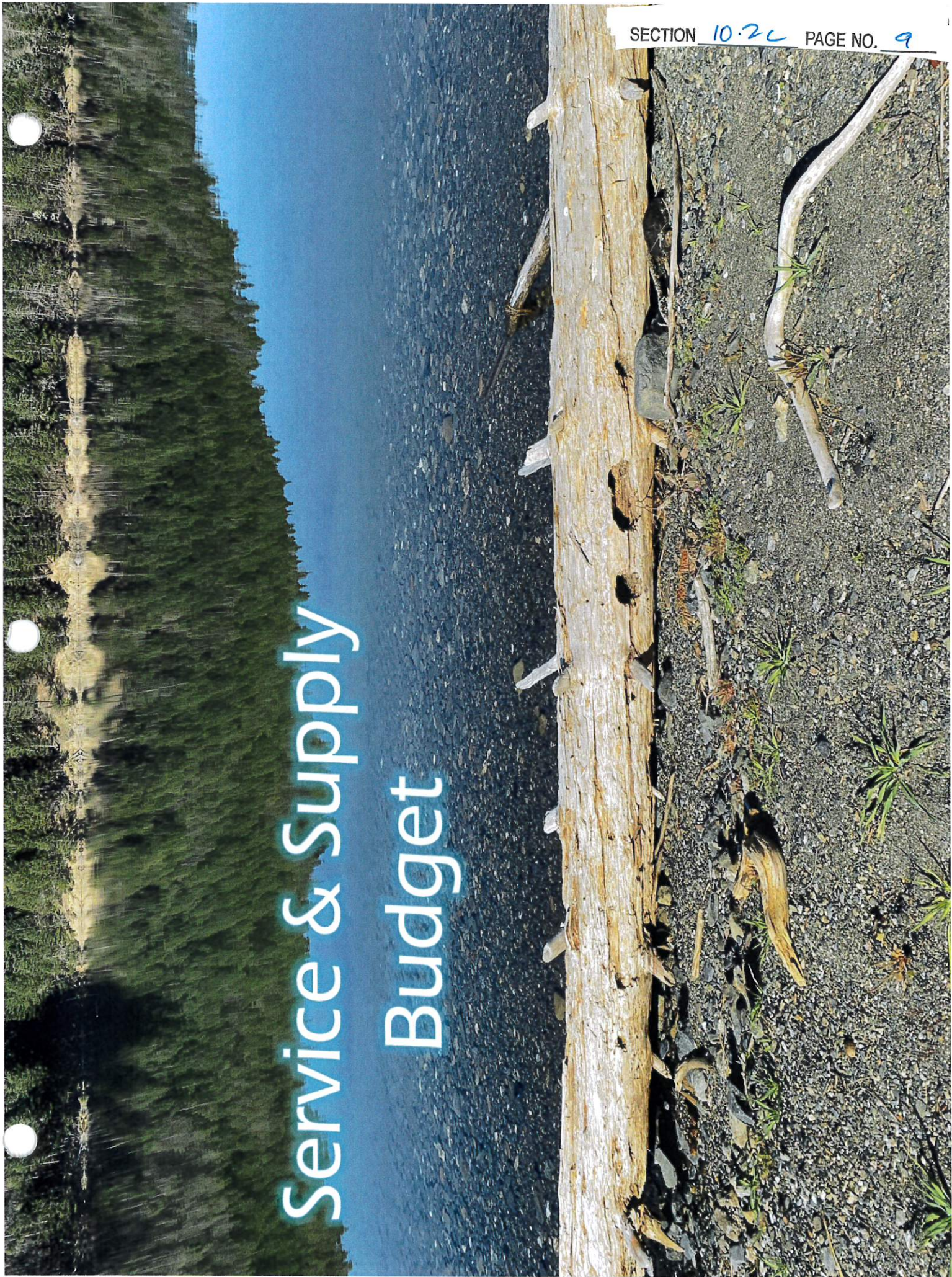
Total Projected Customer Charges

Overview of FY2022/23 DRAFT Budget

Project Budget (Customer Charges)	\$2,074,700
Employee Benefits Budget	\$1,857,600
Service & Supply Budget	\$1,840,700
Salaries & Wages Budget (w/ 8.5% COLA)	\$2,888,600
Other Revenue	<\$852,600>

TOTAL PROJECTED CUSTOMER CHARGES
\$7,809,000

Service & Supply Budget



Service & Supply Budget

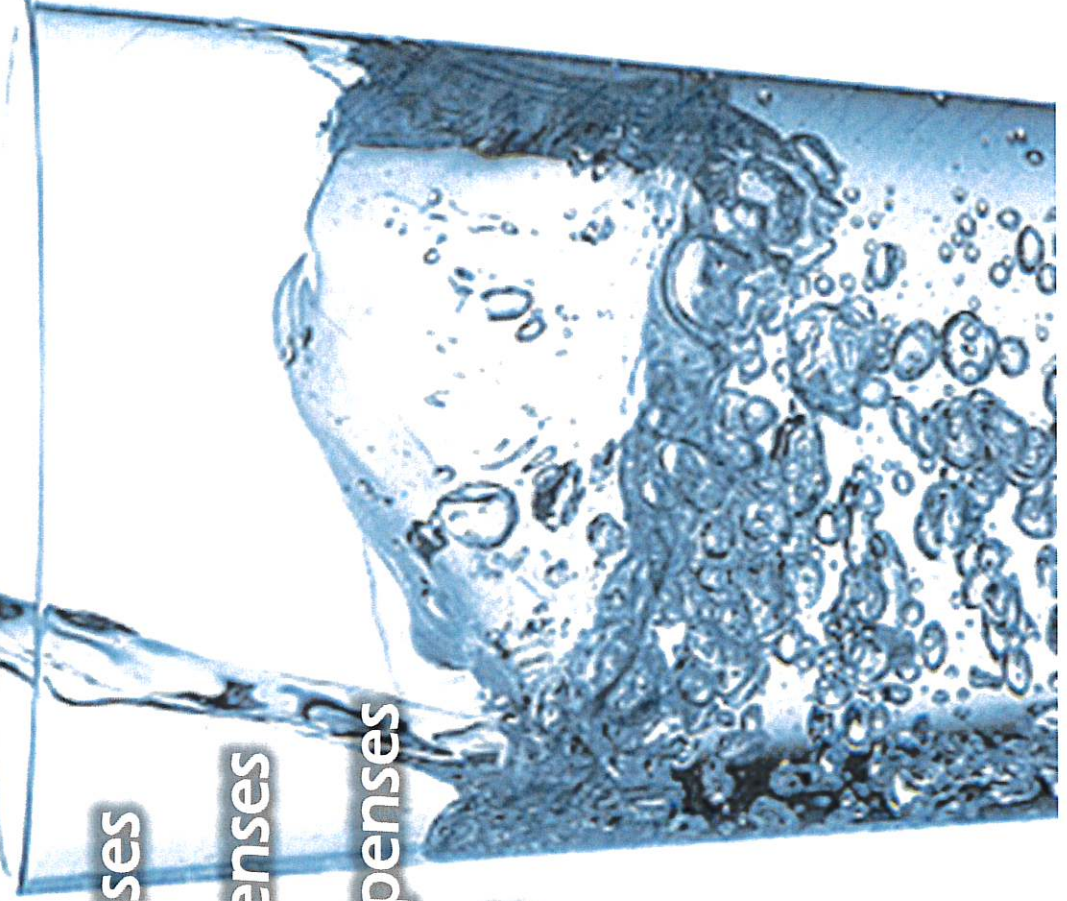
Service and Supply Budget includes:

Operations Expenses

Maintenance Expenses

Administration Expenses

General Expenses



Service & Supply Budget

OVERVIEW OF ADJUSTMENTS

POWER +\$119,500

ACCOUNTING SERVICES +\$11,000

REGULATORY FEES +\$11,000

OTHER INCREASES* +\$8,500

OTHER DECREASES* <\$10,000>

NET INCREASE \$140,000

*Detail on following slides

POWER ANALYSIS

The cost of power paid by the District has seen an unprecedented increase over the prior three years.

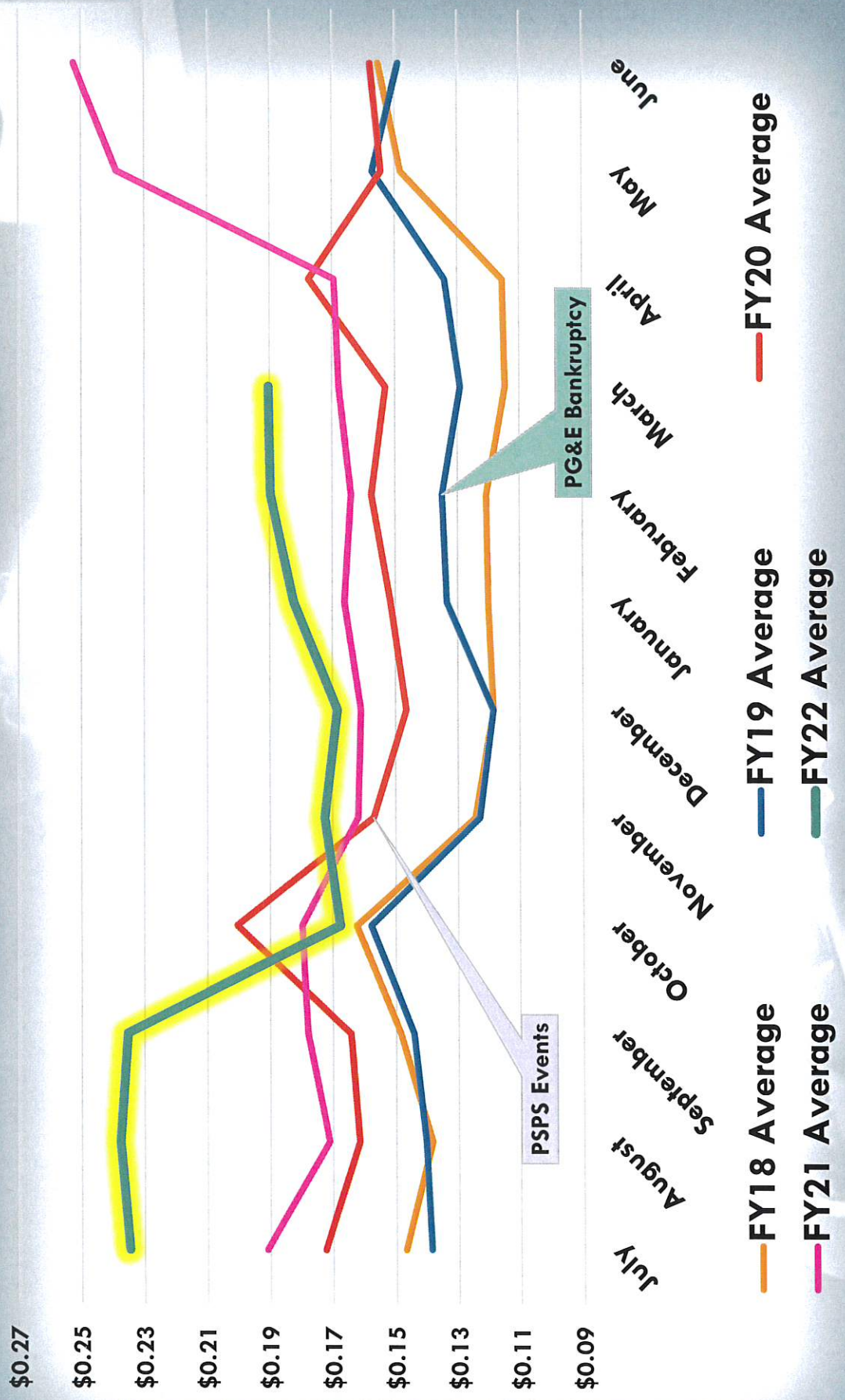
As part of the review and generation of the FY23 Budget, staff completed another analysis of PG & E bills for the past five years.

Service & Supply Budget



POWER ANALYSIS

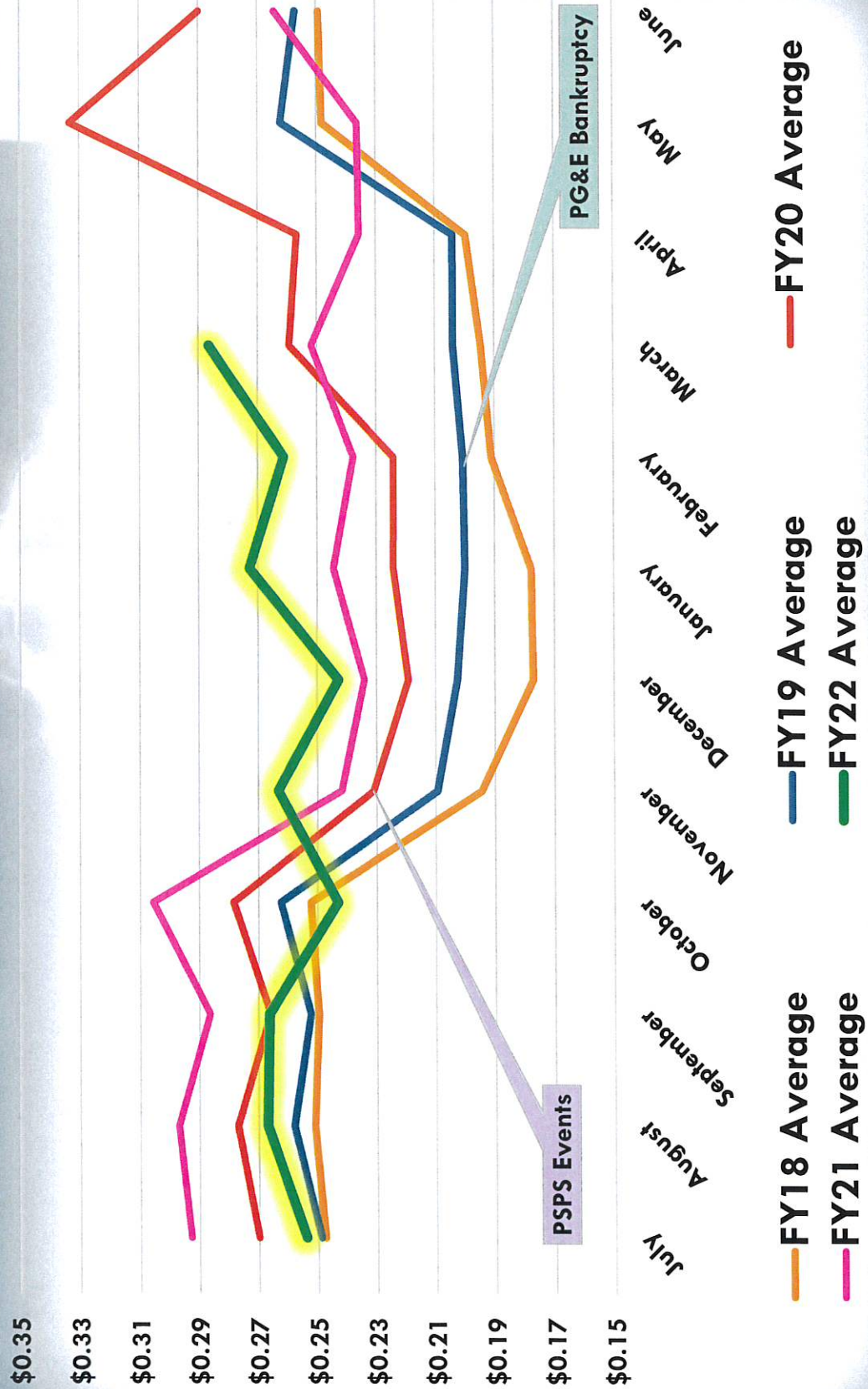
PUMPING – Average Cost of kWh*



*Calculated by dividing the kWh used during the month by the amount of the bill – this average includes all aspects of the monthly bill.

POWER ANALYSIS

TRF – Average Cost of kWh*

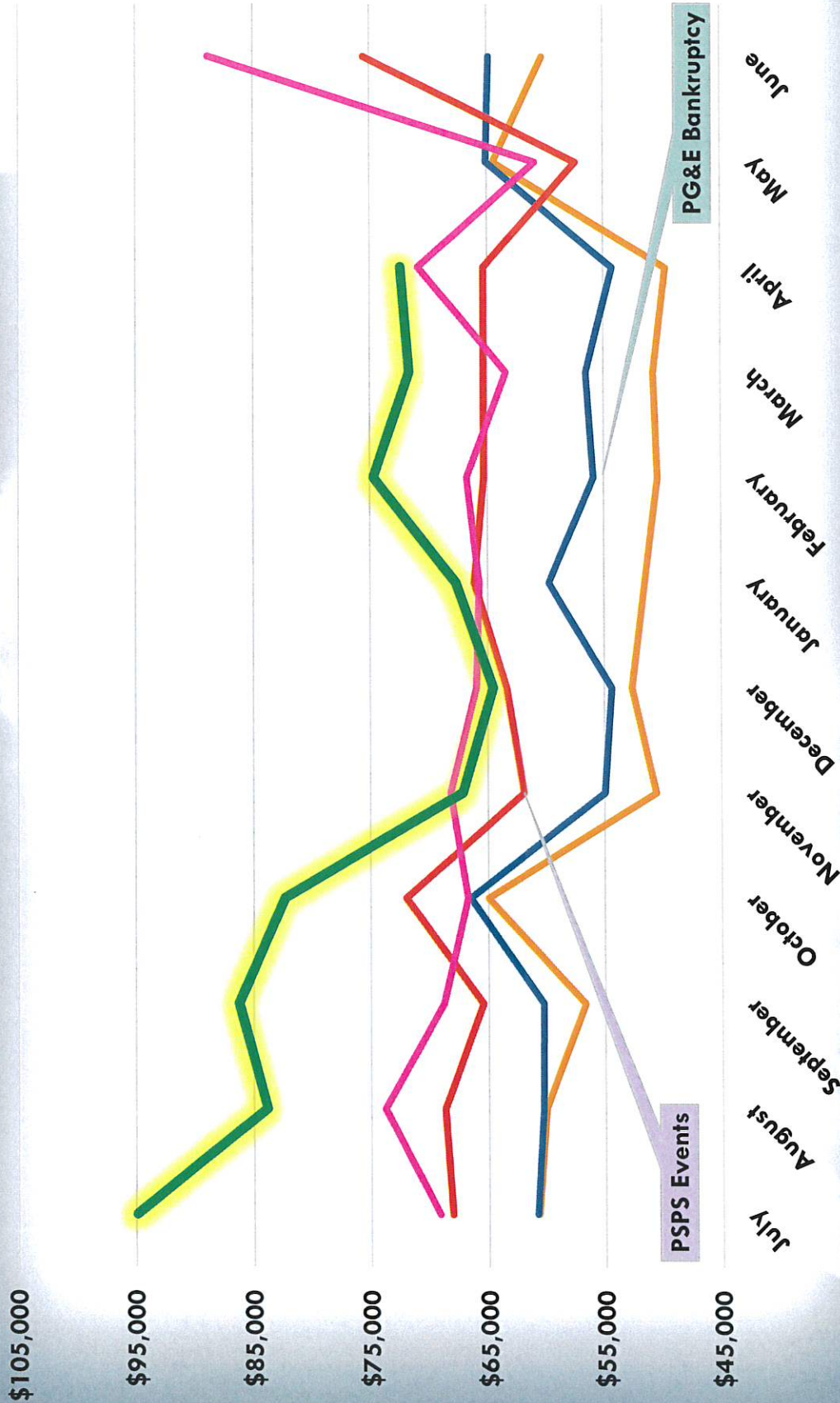


*Calculated by dividing the kWh registered on this meter by the amount of the bill for same meter – this average includes all aspects of the monthly bill.

POWER ANALYSIS

All PG&E Expenses by Month

Service & Supply Budget



Service & Supply Budget

REQUESTED BUDGET ADJUSTMENTS

- POWER +\$119,500
 - EXISTING RATE INCREASE
- ACCOUNTING SERVICES +\$11,000
 - SINGLE AUDIT, GASB 75 ACTUARIAL
- REGULATORY AGENCY FEES +\$11,000
 - INCREASE IN DAM FEES
- DUES & SUBSCRIPTIONS +\$5,000
 - CURRENTLY UNDERBUDGETED
- IT & SOFTWARE MAINTENANCE +\$2,000
 - 3% INCREASE IN IT MAINTENANCE CHARGES
- COUNTY PROPERTY TAX +\$1,000
- USGS STATIONS +\$500
- MISCELLANEOUS REDUCTIONS <\$10,000>
 - MINOR REDUCTIONS IN MULTIPLE ACCOUNTS

Net Increase +\$140,000

Operations & Maintenance	2021/22 Budget	2022/23 Budget	Change \$
General Engineering	\$75,000	\$75,000	\$0
Maintenance & Repairs (General & TRF)	\$64,000	\$64,000	\$0
Materials & Supplies (General & TRF)	\$73,000	\$77,000	\$0
Safety Equip. & Training (General & TRF)	\$24,000	\$24,000	\$0
Tools & Equipment	\$5,000	\$5,000	\$0
Laboratory Services	\$13,000	\$13,000	\$0
Auto Operations & Maintenance	\$39,700	\$39,200	<\$500>
Radio/Comm. System Maint.	\$8,500	\$8,500	\$0
USGS Stations	\$8,500	\$8,500	\$500
Ruth Lake License	\$1,500	\$1,500	\$0
Total Operations & Maint.	\$316,200	\$316,200	\$0

<u>General / Admin & Power</u>	2021/22 Budget	2022/23 Budget	Change \$
Accounting Services	\$18,000	\$29,000	\$11,000
Legal Services	\$35,000	\$35,000	\$0
Professional Services	\$20,000	\$20,000	\$0
Insurance	\$111,000	\$111,000	\$0
Telephone	\$40,000	\$40,000	\$0
Internet	\$10,000	\$10,000	\$0
Office Maintenance	\$16,000	\$15,000	<\$1,000>
Office Expense	\$40,500	\$40,000	<\$500>
IT & Software Maintenance	\$31,000	\$33,000	\$2,000
Travel/Conference (Includes \$3,000 GM Training, Travel/Conference Budget decreased by \$3,000)	\$25,000	\$22,000	<\$3,000>
Dues/Subscriptions	\$33,000	\$38,000	\$5,000
Subtotal General/Admin	\$379,500	\$393,000	\$13,500

Service & Supply

Service & Supply

<u>General/Admin & Power</u> <u>(con't)</u>	2021/22 Budget	2022/23 Budget	Change \$
Technical Training/Development	\$14,500	\$14,000	<\$500>
GM Training (Moved to Travel/Conference Budget Line)	\$3,000	\$0	<\$3,000>
Safety Apparel	\$3,000	\$3,000	\$0
County Property Tax	\$1,000	\$2,000	\$1,000
Regulatory Agency Fees	\$179,500	\$190,500	\$11,000
Ruth Lake Programs	\$5,000	\$5,000	\$0
Miscellaneous Expenses	\$11,500	\$10,000	<\$1,500>
Power	\$787,500	\$907,000	\$119,500
Subtotal General/Admin & Power	\$1,005,000	\$1,131,500	\$126,500
Total General/Admin & Power	\$1,700,700	\$1,840,700	\$140,000

Service & Supply Budget

	2021/22 Budget	2022/23 Budget	Change \$	Change %
Total Operations & Maintenance (Slide 17)	\$316,200	\$316,200	\$0	0.0%
Total General/Admin & Power (Slides 18-19)	\$1,384,500	\$1,524,500	\$140,000	10.1%
GRAND TOTAL Service & Supply Budget	\$1,700,700	\$1,840,700	\$140,000	8.2%

Discussion?

Service & Supply Budget

SUP NEXT

Salary & Wages Budget

Salary & Wages Budget

Salary and Wages Budget includes:

All Salary and Wage Expenses

Regular Pay

Special Pay

Shift Differential

Stand-By

Overtime

Holiday

Longevity, Step, and COLA Increases

OVERVIEW COMPARED TO PRIOR BUDGET

Salary & Wages Budget

- **NEW REQUEST** – Training position for Accounting Specialist I replacement (Calculated at max 8-months double coverage)
(Wages Only) **+\$51,000**
- **NEW REQUEST** – Cost of Living Adjustment (COLA)
(8.5% Calculated) **+\$221,000**
- Misc. Step/Longevity Increases (Seven employees) **+\$27,100**

Total Increases Requested **+\$299,100**

NEW REQUEST – Training Position Accounting Specialist I

Salary & Wages Budget

- Lead position for Accounts Payable, Payroll, and Human Resources
- HBMWD has many unique accounting and payroll processes
- Allows for training on historical knowledge of District

NEW REQUEST – Training Position Accounting Specialist I

- Allows (hopefully) for fiscal year-end training
- Allows for new employee to follow-up with questions regarding monthly duties
- Maximum overlap of 8-months/Step-5 Accounting Specialist I position (most conservative)

Total Funds Requested

+\$51,000

NEW REQUEST – Cost of Living Allowance

Consumer Price Index (CPI)

- CPI tracks the cost of over 80,000 items each month
- Largest components impacting CPI are energy, housing, transportation, and food
- CPI reflects the goods & services the dollar will buy. The higher the CPI, the larger the increase in cost of goods/services

Consumer Price Index (CPI)

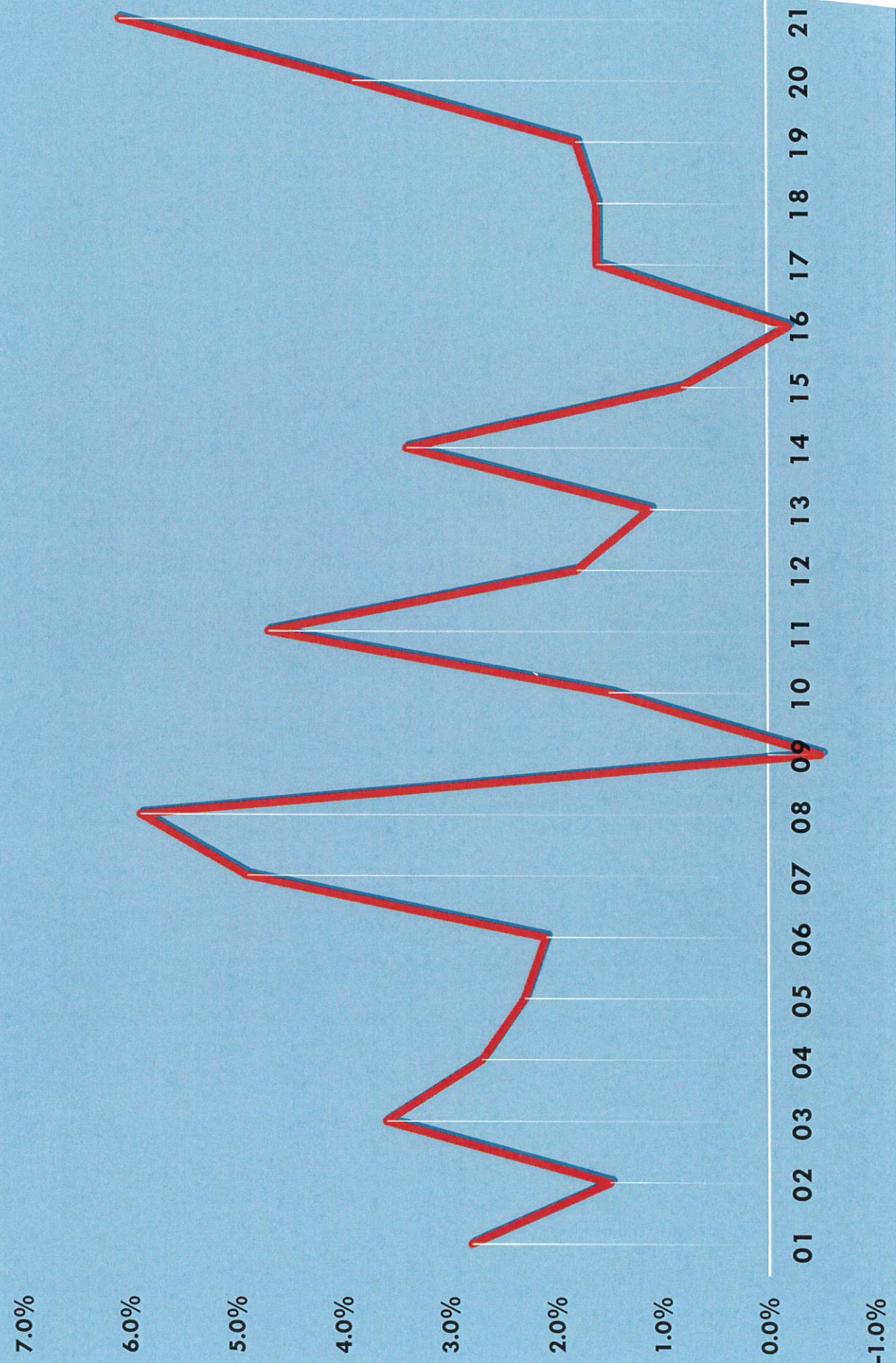
NEW REQUEST – Cost of Living Allowance

- CPI rates have seen unprecedented increases
- All Items Index: (March 2022 +8.5%) “Largest 12-month change since the period ending December 1981.”
- All Items, Less Food & Energy Index: (March 2022 +6.5%) “Largest 12-month change since the period ending August 1982.”
- Energy Index: (March 2022 +32%) “Largest 12-month change since the period ending May 1981.”
- Food Index: (March 2022 8.8%) “Largest 12-month change since the period ending May 1981.”

Consumer Price Index (CPI)

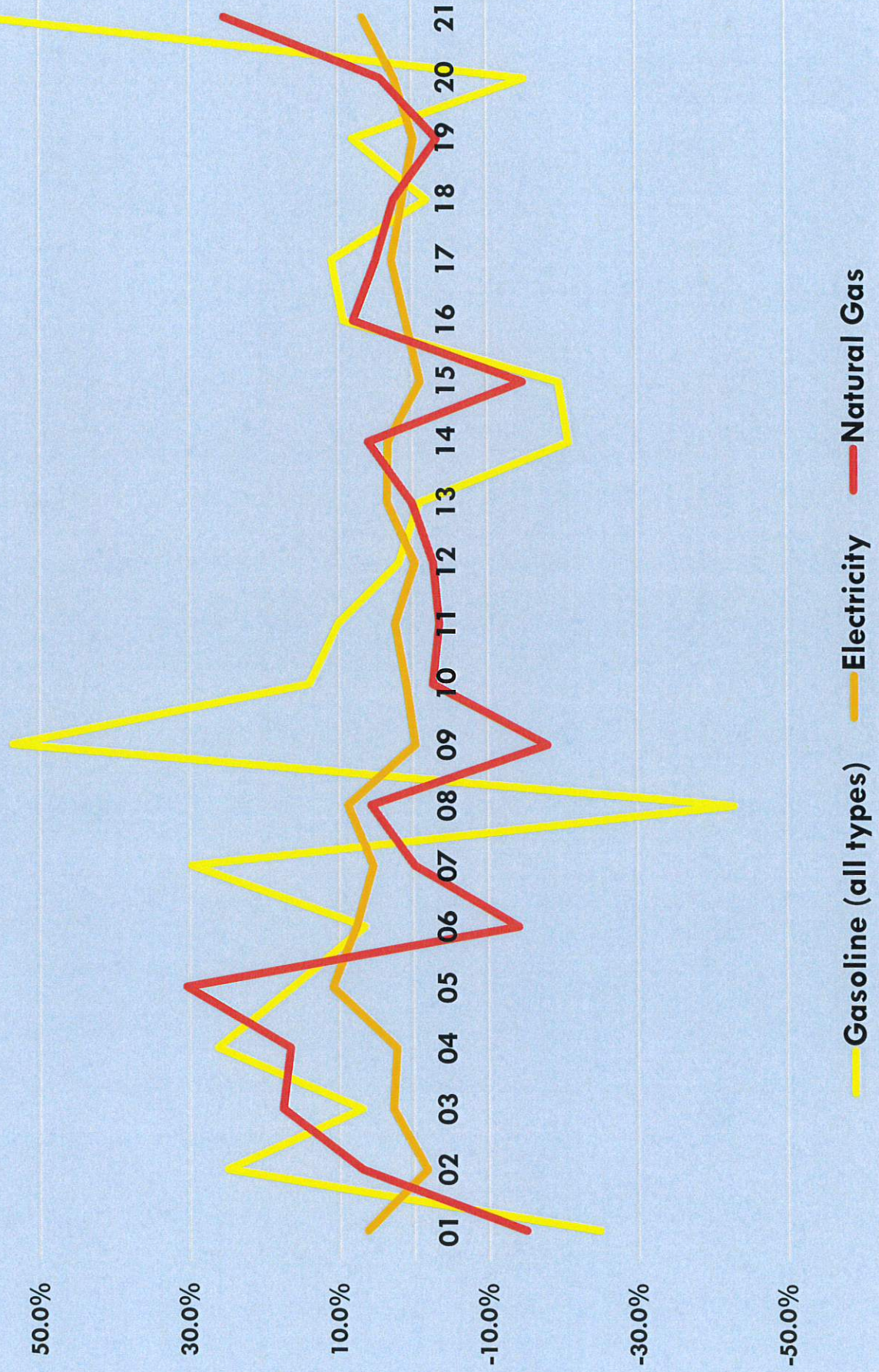
ALL FOOD INDEX - TWENTY YEAR COMPARISON YEAR-END 2001-2021

Cost of Living Allowance (COLA)



Consumer Price Index (CPI)

ENERGY INDEX – TWENTY YEAR COMPARISON YEAR-END 2001-2021

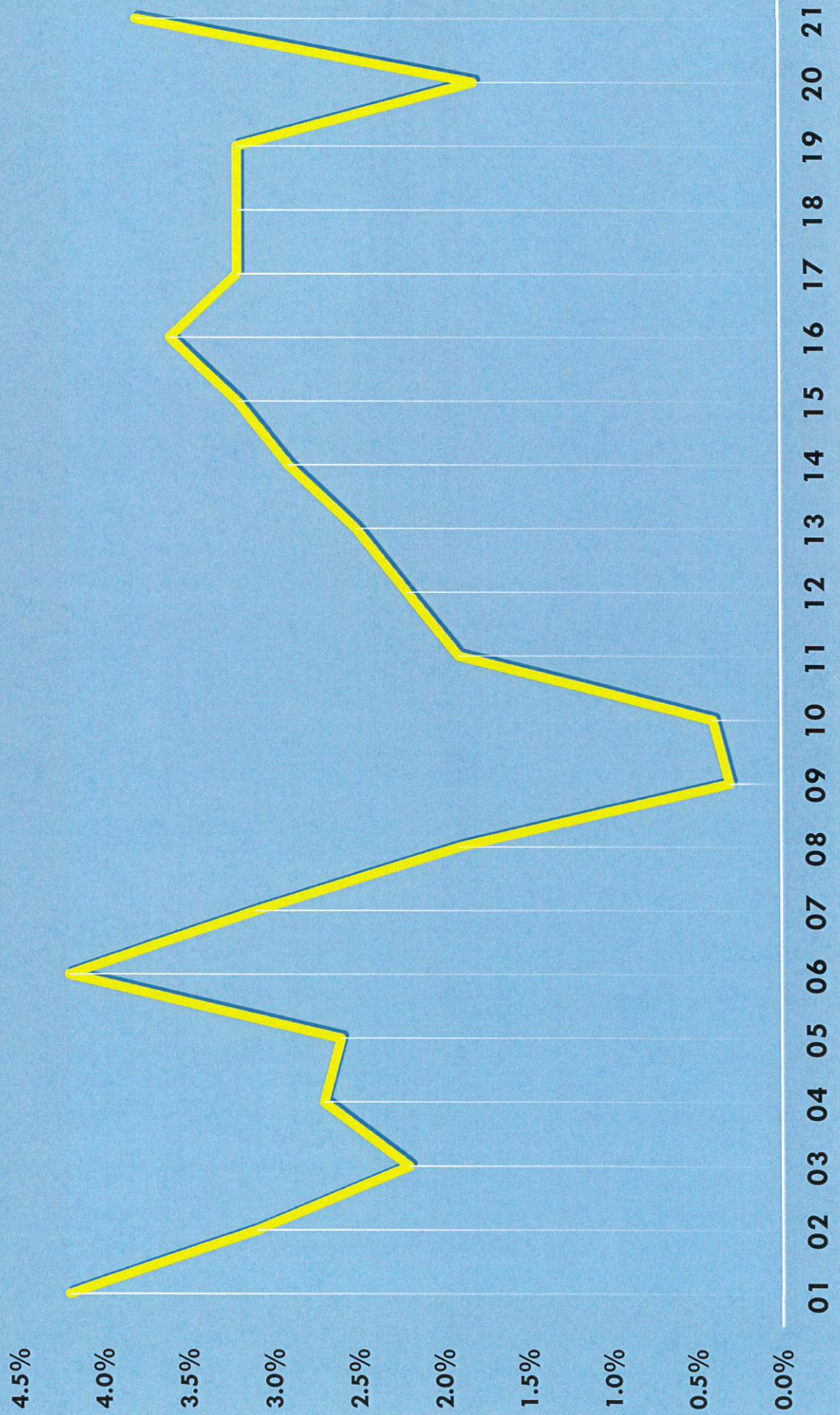


Cost of Living Allowance (COLA)

Consumer Price Index (CPI)

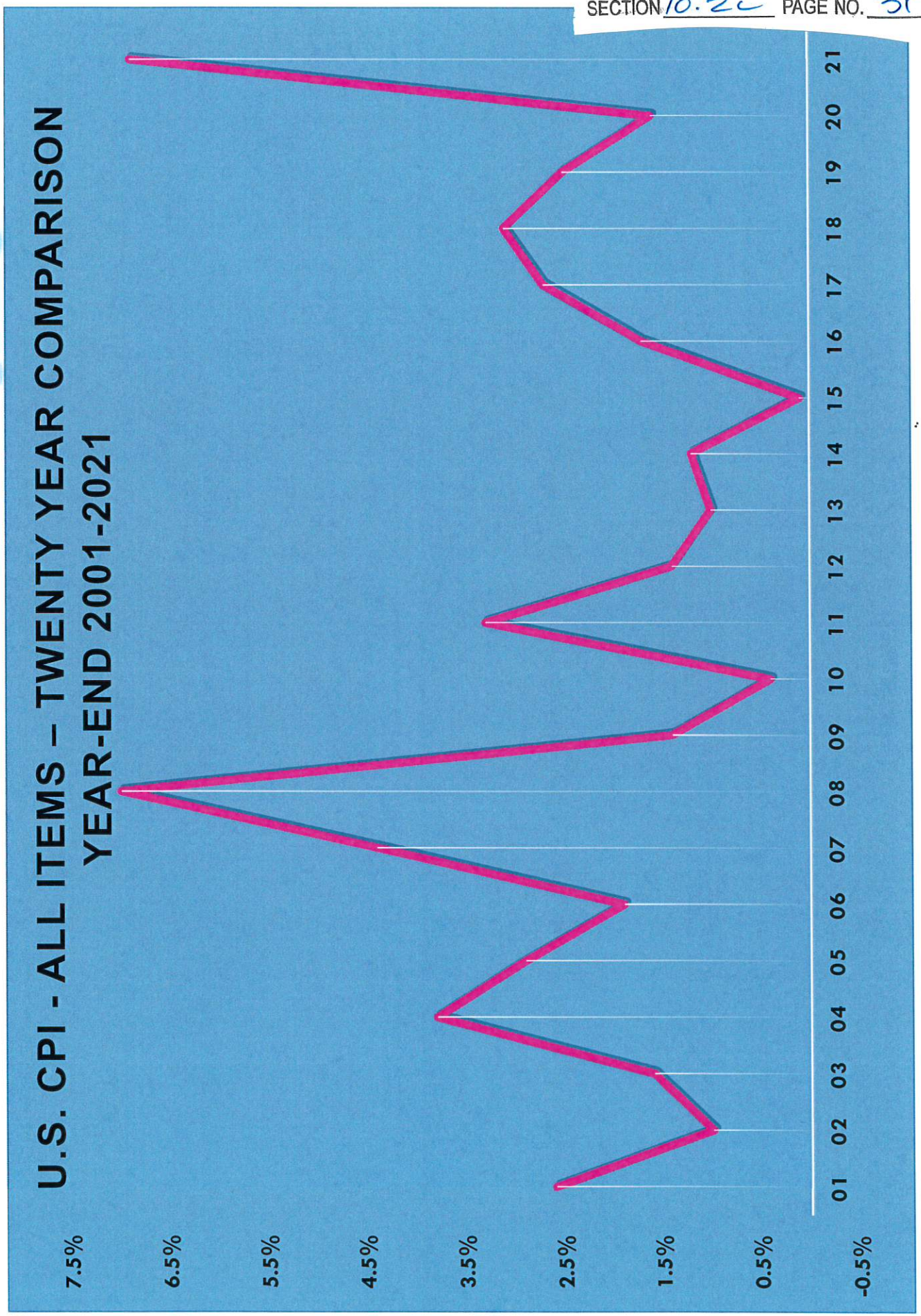
Cost of Living Allowance (COLA)

SHELTER INDEX -- TWENTY YEAR COMPARISON
YEAR-END 2001-2021



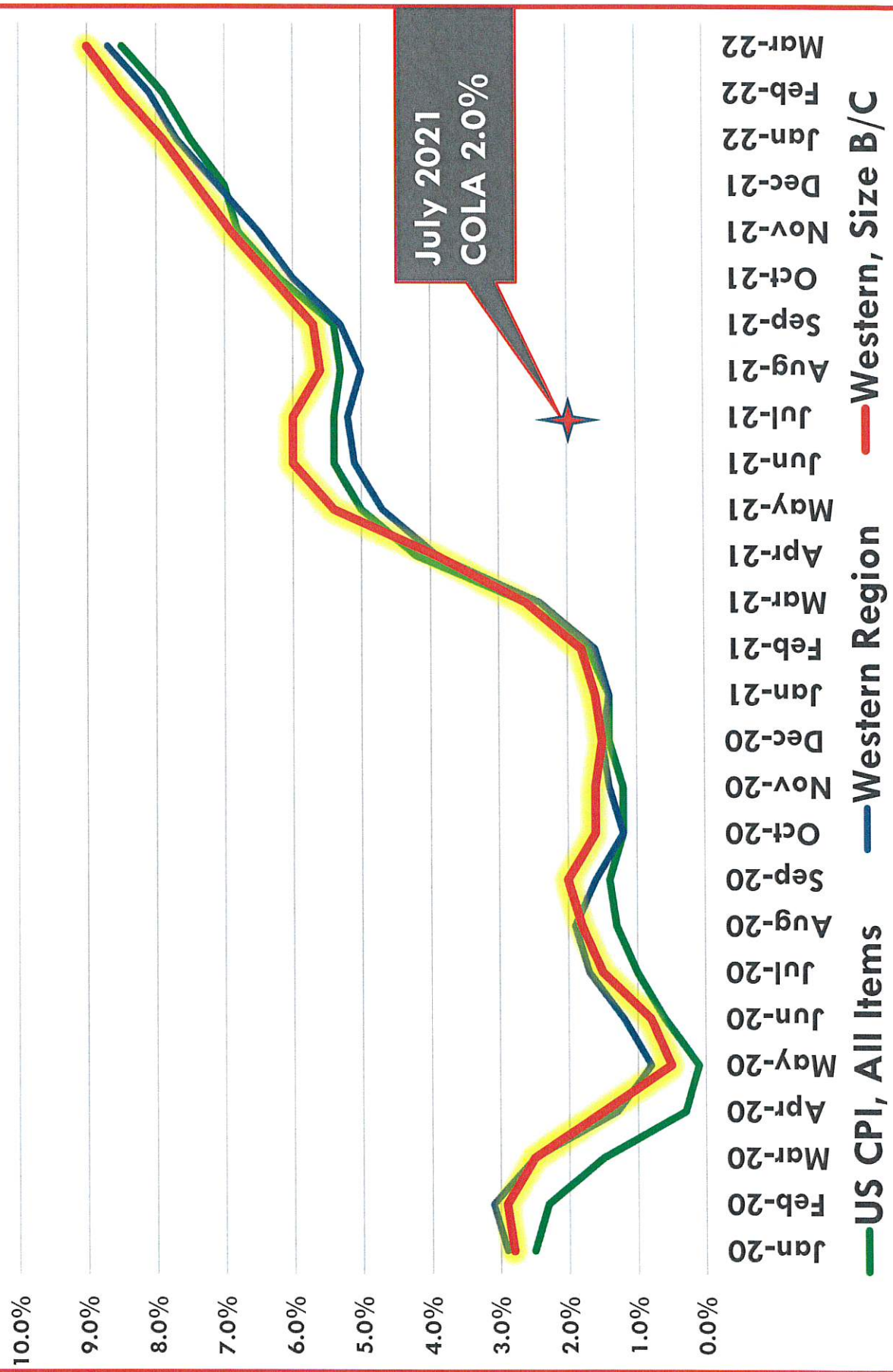
Consumer Price Index (CPI)

Cost of Living Allowance (COLA)



2022 CONSUMER PRICE INDEX

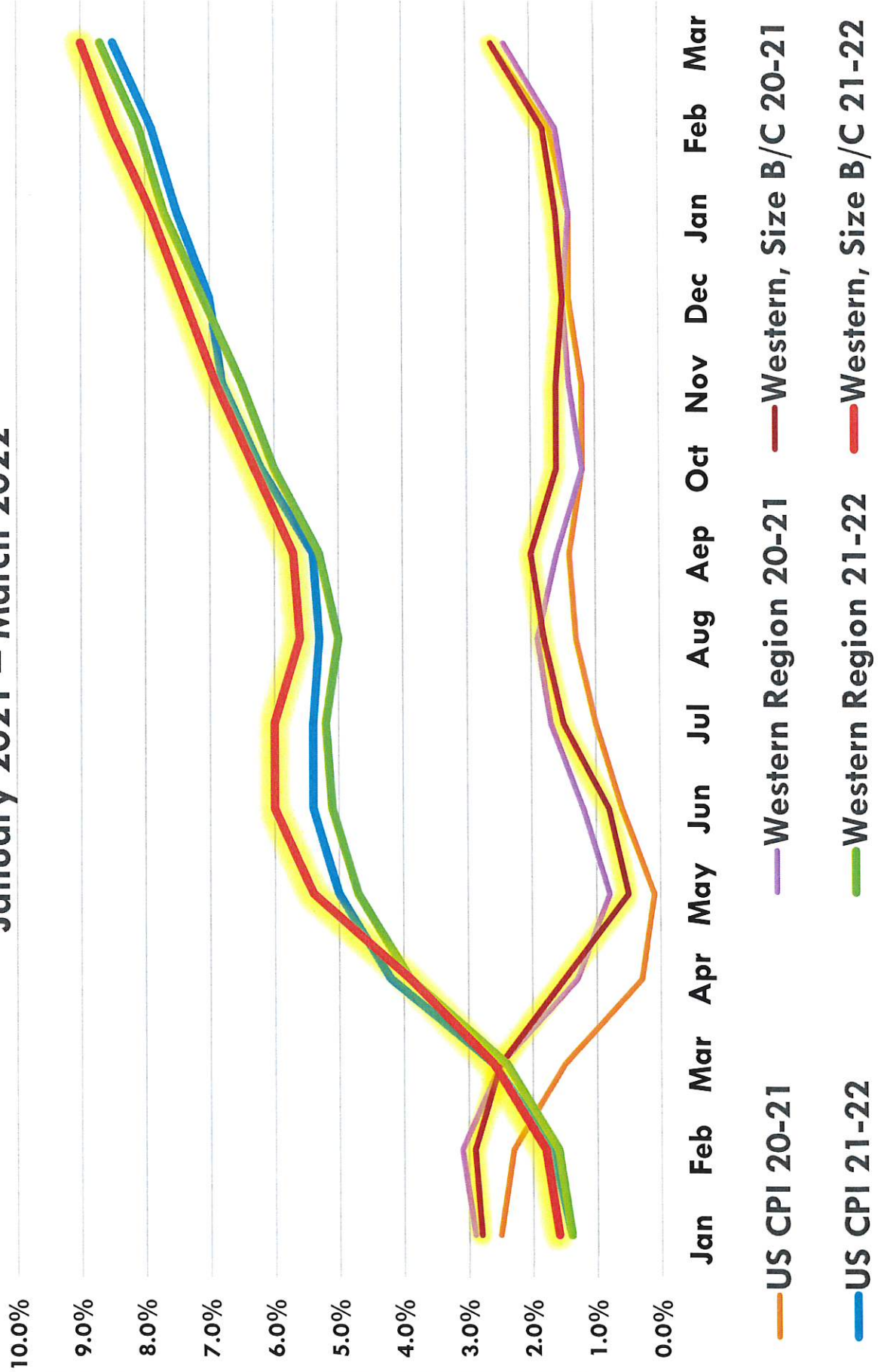
Comparison of CPI Rates – By Month
January 2020 - March 2022



Cost of Living Allowance (COLA)

2022 CONSUMER PRICE INDEX

Comparison of CPI Rates – By Month
 Overlay of January 2020 - March 2021 and
 January 2021 - March 2022



Cost of Living Allowance (COLA)

Cost of Living Allowance (COLA) & Consumer Price Index (CPI)

- The CPI has been used to help establish basis for COLA since 1975
- COLA's help employees address inflation over time
- COLA's help maintain compensation parity with other local agencies

NEW REQUEST – Cost of Living Allowance

	U.S. CPI	Western CPI	Western Size B/C CPI
Jan 2021	1.4	1.4	1.6
Feb 2021	1.7	1.6	1.8
Mar 2021	2.6	2.4	2.6
Apr 2021	4.2	3.9	3.9
May 2021	5.0	4.7	5.4
June 2021	5.4	5.1	6.0
July 2021	5.4	5.1	6.0
Aug 2021	5.3	5.0	6.0
Sept 2021	5.4	5.3	5.7
Oct 2021	6.2	6.0	6.3
Nov 2021	6.8	6.5	6.9
Dec 2021	7.0	7.1	7.4
Jan 2022	7.5	7.7	7.9
Feb 2022	7.9	8.1	8.5
Mar 2022	8.5	8.7	9.0

Consumer Price Index
January 2021 - March 2022

Cost of Living Allowance (COLA)

2022 CONSUMER PRICE INDEX OVERVIEW (FEBRUARY)

	2021	2022
U.S. City Average	1.7%	7.9%
West Region (Urban areas in one of four US regions)	1.6%	8.1%
West Region Size Class B/C (Cities in West Region with population under 2.5 million)	1.8%	8.5%
San Francisco-Oakland-Hayward	1.6%	5.2%

Cost of Living Allowance (COLA)

WHAT ARE OTHER AGENCIES DOING?

	COLA FY21/22	COLA FY22/23
McKinleyville CSD	1.6%	8.3% (Approved March 2022)
Humboldt CSD	1.7%	8.5% (Approved March 2022)
City of Arcata (3-yr MOU's)	4% July 2022 + 2.5% New Step 5A	4% July 2023 +5.0% New Step 6
City of Eureka (3-yr MOU's)	2% July 2021 3% January 2022	5% January 2023
HBMWD	2.0%	8.5% Requested

Cost of Living Allowance

HISTORICAL COLA RATES

Agency	FY17	FY18	FY19	FY20	FY21	FY22	FY23
HCSD	0%	1.9%	2.8%	3.3%	2.7%	1.7%	8.5%*
MCSD	1.15%	1.8%	2.75%	3.45%	2.75%	1.6%	8.3%*
City of Eureka	0%	1%	1%	1%	2%	2% 07/2021 3% 01/2022	5%
City of Arcata	1.5%	1.5%	2.5%	3%	4%	4% +2.5% Salary Step #5A	4% +5% Salary Step #6
HBMWD	2.0%	2.5%	3.0%	2.7%	3%	2%	8.5% Requested

*Approved by Boards March 2022 to be included in FY23 Budget

NEW REQUEST

Cost of Living Allowance (COLA)

Calculated COLA %	FY22/23 Impact
2.00%	\$52,000
2.50%	\$65,000
3.00%	\$78,300
3.50%	\$91,000
4.00%	\$104,200
4.50%	\$117,000
5.00%	\$130,200
5.50%	\$143,000
6.00%	\$156,000
6.50%	\$169,400

Calculated COLA %	FY22/23 Impact
7.00%	\$182,000
7.25%	\$189,000
7.50%	\$195,400
7.75%	\$202,000
8.00%	\$208,000
8.25%	\$215,000
8.50%	\$221,000
8.75%	\$228,000
9.00%	\$234,500
9.25%	\$241,000

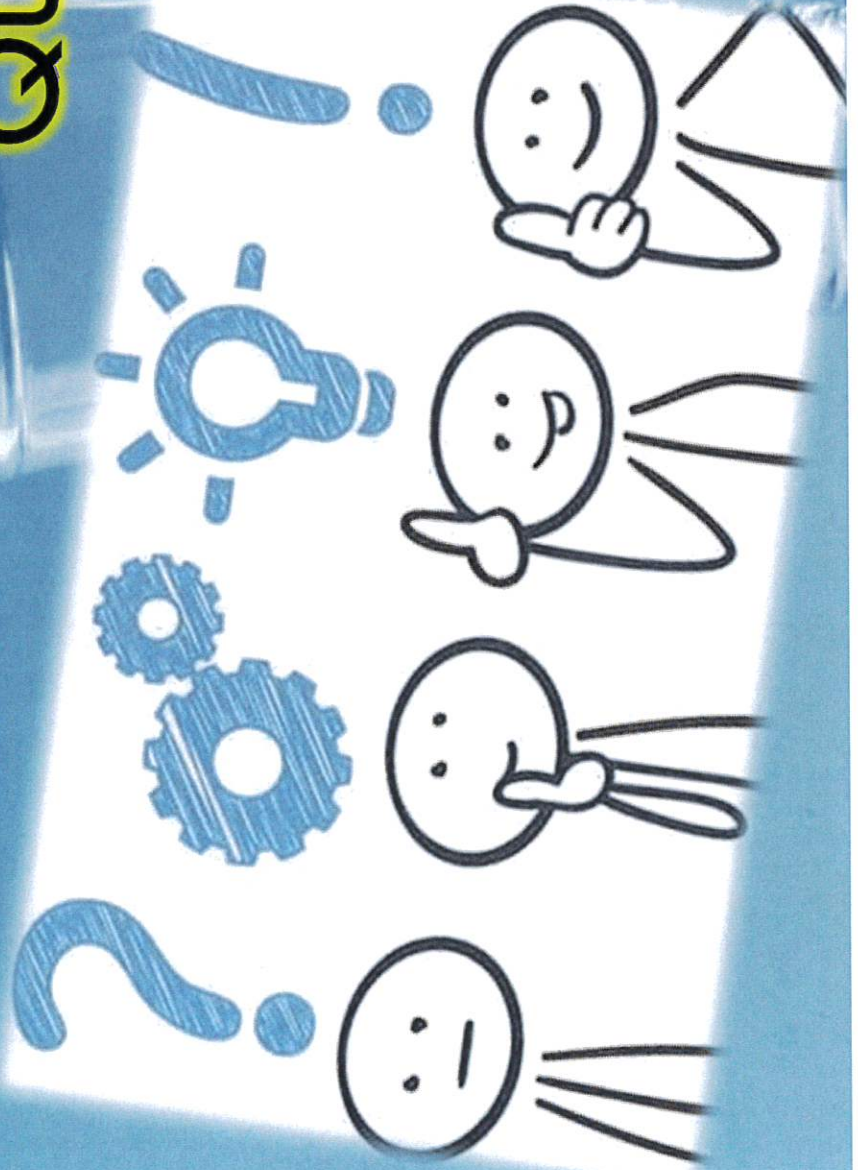
NEW REQUEST

Cost of Living Allowance (COLA)

Salary & Wages Budget

Questions?

Input?



Salary & Wages Budget

SUMMARY

NEW REQUEST – Training Position for New Accounting Specialist I
\$51,000

NEW REQUEST – Cost of Living Allowance (8.5% Calculated)

\$221,000

Misc. Longevity & Step Increases

\$27,100

Total Increase Requested **+\$299,100**

TOTAL SALARY & WAGES BUDGET \$2,888,600

Service & Supply Budget
Salary & Wages Budget

UP NEXT

Employee Benefits Budget

Employee Benefits Budget

Employee Benefits Budget Includes:

- All Health Insurance:
 - Medical, Dental, Vision, EAP
 - Air-Med Care
 - Retiree Medical
- Current and Unfunded* CalPERS Pension Costs
- Social Security And Medicare Tax
- Unemployment Insurance
- Long-term Disability Insurance
- Worker's Compensation Insurance
- Deferred Compensation 457(b)

*Up to \$200,000. Required funds exceeding \$200,000 withdrawn from PARS Pension Stabilization Account

Employee Benefits Budget - EXTRA

Employee Survey - January 2022

What was Important:

Competitive Wages/COLA/Financial Recognition

Updated Pay Scale/More Pay Steps/Salary Survey

Flex Time/Flex Schedules

Sick Leave Accrual Change

Better Dental Insurance

Employee Benefits Budget

OVERVIEW OF CHANGES/REQUESTS

- **NEW REQUEST - Training position for Accounting Specialist I** **+\$29,200**
(Benefit Cost Only)
- **NEW REQUEST - Addition of Juneteenth Federal Holiday** **\$0.00**
- **NEW REQUEST - Sick-Leave Accrual Policy Adjustment** **\$0.00**
- **CalPERS Pension Liabilities** **<\$1,500>**
 - Unfunded Liability **<\$32,700>***
 - Monthly Pension Liabilities **+\$31,200**
- **Payroll Tax Expenses** **+\$15,100**
- **Workers Compensation** **+\$26,600**
- **Medical Insurance Premiums** **<\$21,000>**
 - JPIA estimated between 0%-8% increase
- **Life, LTD, and AD & D Insurance** **<\$13,000>**

Total Estimated Increases **+\$35,400**

*Unfunded Liability Funds in excess of \$200,000 to be paid using PARS Pension Stabilization Account

NEW: Training Position for Accounting Specialist I

- Lead position for Accounts Payable, Payroll, and Human Resources
- Allows for training on historical knowledge of District
- Maximum of 8-months/Step-5 of Accounting Specialist I position calculated (most conservative)

Total Funds Requested +\$29,200

Employee Benefits Budget

NEW: Request for Acknowledgement of Federal

Holiday: Juneteenth (June 19th)

- Commemorates the effective end of slavery in the United States in 1865 when federal troops arrived in Galveston, Texas to take control of the state and ensure that all enslaved people be freed.
- President Biden signed bill in June 2021, first new Federal Holiday in over 40-years
- South Dakota the only State that does not acknowledge Juneteenth as a Holiday

**NEW: Request for Acknowledgement of Federal Holiday:
Juneteenth (June 19th)**

Current Paid Holidays:

- **New Years Day** January 1
- **Martin Luther King Day** 3rd Monday in January
- **President's Day** 3rd Monday in February
- **Memorial Day** Last Monday in May
- **Juneteenth (Requested)** **June 19th**
- **Independence Day** July 4th
- **Labor Day** 1st Monday in September
- **Veterans Day** November 11th
- **Thanksgiving** 4th Thursday in November
- **Day After Thanksgiving** 4th Friday in November
- **Christmas Eve** December 24th
- **Christmas** December 25th

NEW: Request for Acknowledgement of Federal Holiday: Juneteenth (June 19th)

Cost to District is impact on scheduling and productivity, similar to any currently acknowledged District Holiday.

NEW: Request for Revision to Sick Leave Accrual Policy

Request from Staff Survey, January 2022

- **Revision would not change financial impact for Sick Leave at retirement:**
 1. **Transfer 100% Accrued Sick Leave to CalPERS for service credit**
 2. **Cash-out Accrued Sick Leave at reduced rate of 35%**
 3. **Combination of the above, cash not to exceed 35%**
- **Full-Time District employees accrue 8/hrs month**
- **Maximum accrual is 1,040 hours**

NEW: Request for Revision to Sick Leave Accrual Policy

- **Maximum Accrual is reached after no Sick Leave is taken for 260 pay-periods or 10 years and 10 months**
- **Currently (May 2022) three employees have full accrual, two others are close**
- **Employees taking sick leave when maxed out “because I don’t get the benefit otherwise”**
- **Employees with an exemplary rate of attendance should not be penalized by loosing a benefit**

NEW: Request for Revision to Sick Leave Accrual Policy

- **Revision Request:**

- Employees reaching maximum Sick Leave Accrual receive Floating Holiday hours the January following the maximum accrual
- Floating Holiday hours received will be 1/hr/pay-period (2/hrs/month), to a maximum 24/hrs (3 days)
Example provided on following page
- Bonus Floating Holiday hours are available for each pay-period the maximum sick leave accrual is achieved
- Floating Holiday hours are use/loose during the 12-month period received

NEW: Request for Revision to Sick Leave Accrual Policy

• Example:

1. Employee X maxed out their Sick Leave Accrual, and maintains the maximum accrual for the calendar year. In January of the following year, Employee X is credited with 24-hours of Floating Holiday Hours, which will expire December 31 of the same year. (2/hrs/month or maximum of 24-hours)
2. Employee Y maxed out their Sick Leave Accrual, but used 32-hours in June with the Flu. Employee Y reached maximum Sick Leave Accrual again at the end of September. In January of the following year, Employee Y is credited with 17-hours of Floating Holiday Hours, which will expire December 31 of the same year. (2/hrs/month for Jan-May and Oct-Dec, 1/hr for last pay-period in September.)

NEW: Request for Revision to Sick Leave Accrual Policy

Employee Benefits Budget

- **Cost to District:**
- **Scheduling and productivity (as with any time off)**
- **Use of any Floating Holiday time is ALWAYS subject to Supervisor approval**
- **Does not change current financial impact of transferring sick leave to CalPERS or cashing out (35%) sick leave at the time of retirement**

Employee Benefits Budget

SUMMARY

- **NEW REQUEST – Training Position** +\$29,200
- **NEW REQUEST – Juneteenth Federal Holiday** +\$0
- **NEW REQUEST – Sick Leave Accrual Policy Adj.** +\$0
- **CalPERS Pension Liabilities** <\$1,500>
- **Payroll Tax Expenses** +\$15,100
- **Workers Compensation** +\$26,200
- **Medical Insurance Premiums** <\$21,000>
- **Life Insurance and LTD** <\$13,000>

Total Increase +\$35,400

Total Employee Benefits Budget \$1,817,600

Service & Supply Budget

Salary & Wages Budget

Employee Benefits Budget

UP NEXT

Summary and Comparison Review

Summary and Comparison - Review

	FY21/22	FY22/23 (Projected)	\$ Change	% Change
Service & Supply	\$1,700,700	\$1,840,700	\$140,000	8.2%
Salaries & Wages	\$2,589,400	\$2,888,500	\$299,100	11.6%
Employee Benefits	\$1,822,300	\$1,857,700	\$35,400	1.9%
Project Budget (Est.)	\$2,246,500	\$2,074,700	<\$171,800>	<7.6%>
Misc. Revenue	<\$769,700>	<\$852,600>	<\$82,900> (Increase in Property Tax Revenue)	10.8%
Total Charges	\$7,589,200	\$7,809,000	\$219,800	2.9%

Summary and Comparison

7-yr Comparison of Charges to Municipal Customers

YEAR	TOTAL MUNI CHARGES	\$ CHANGE	% CHANGE
FY16/17	\$6,744,300	\$604,211	9.84%
FY17/18	\$5,534,500	<\$1,209,835>	<17.94%>
FY18/19	\$7,006,200	\$1,471,700	26.59%
FY19/20	\$7,188,057	\$181,857	2.60%
FY20/21	\$7,399,400	\$221,343	2.94%
FY21/22	\$7,589,200	\$189,800	2.56%
FY22/23 (Estimated)	\$7,809,000	\$219,800	2.90%

Total Projected Customer Charges

Overview of FY2022/23 DRAFT Budget

Project Budget (Customer Charges) \$2,074,700

Employee Benefits Budget \$1,857,600

Service & Supply Budget \$1,840,700

**Salaries & Wages Budget
(w/ 8.5% COLA) \$2,888,600**

Other Revenue (Includes Misc. Revenue, PF1, PF4) <\$852,600>

TOTAL PROJECTED CUSTOMER CHARGES \$7,809,000

Conclusion of FY 2022/23

Budget Proposal

**QUESTIONS AND
ADDITIONAL REQUESTS?**

OPERATIONS

Memo to: HBMWD Board of Directors
From: Dale Davidsen, Superintendent
Date: May 2, 2022
Subject: Essex/Ruth April 2022 Operational Report

Upper Mad River, Ruth Lake, and Hydro Plant

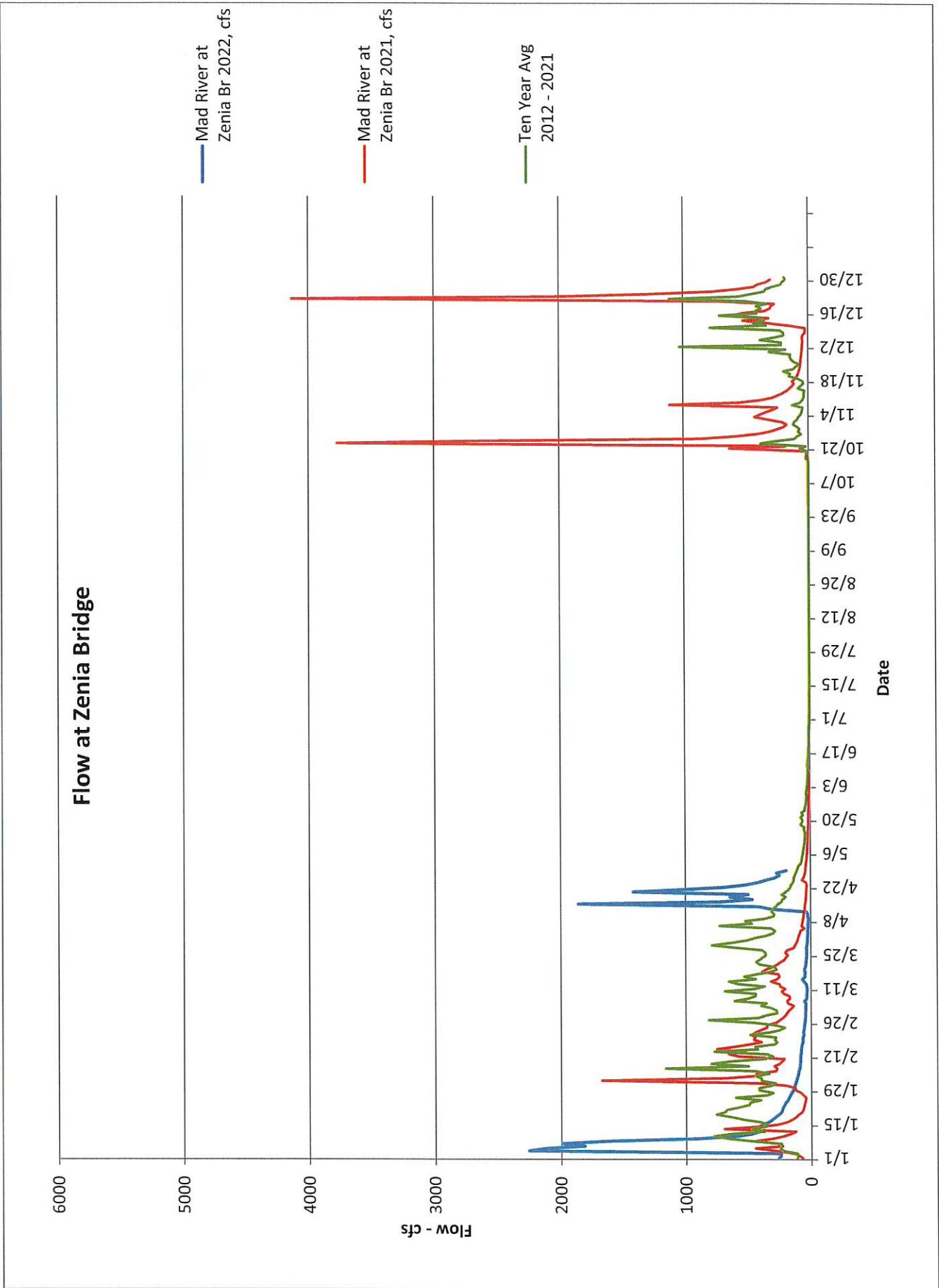
1. Flow at Mad River above Ruth Reservoir (Zenia Bridge) averaged 355 cfs with a high of 1860 cfs on April 16th and a low of 18 cfs on April 10th
2. The conditions at Ruth Lake for April were as follows:
The lake level on April 30th was 2654.50 feet which is:
 - 0.30 feet higher than March 31st, 2022
 - 0.23 feet higher than April 30th, 2021
 - 0.25 feet higher than the ten-year average
 - 0.50 feet above the spillway
3. Ruth Headquarters recorded 8.47 inches of rainfall for April.
4. Ruth Hydro produced 559,200 KWh in April. There were 2 shut downs: 1 for PGE (21 hours and 40 minutes with 4,333 KWh lost production), and 1 for maintenance (3 hours and 30 minutes with 4,725 KWh lost production).
5. The lake discharge averaged 429 cfs with a high of 1505 cfs on April 22nd.

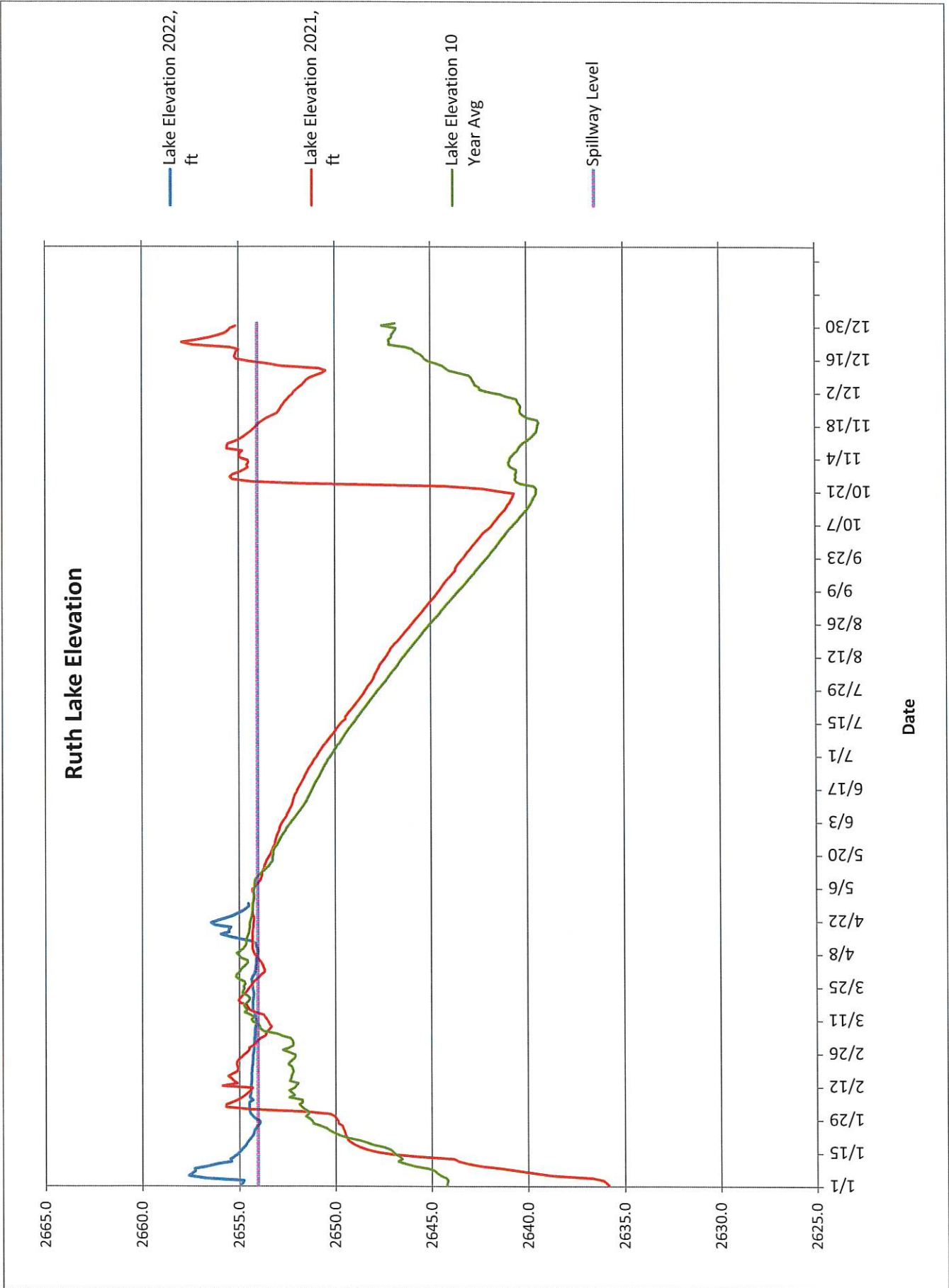
Lower Mad River, Winzler Control, and TRF

6. The river at Winzler Control Center, for April, had an average flow of 1025 cfs. The river flow reached a high of 3340 cfs on April 21st.
7. The domestic water conditions were as follows:
 - a. The domestic water turbidity average was 0.08 NTU, which meets Public Health Secondary Standards.
 - b. As of April 30th, we pumped 198.233 MG at an average of 6.624 MGD.
 - c. The maximum metered daily municipal use was 7.092 MG on April 27th.
8. The TRF conditions for April were as follows:
 - a. Average monthly source water turbidity was 0.14 NTU.
 - b. Average monthly filtered water turbidity was 0.06 NTU.
 - c. Number of filter backwashes for the month was 34.

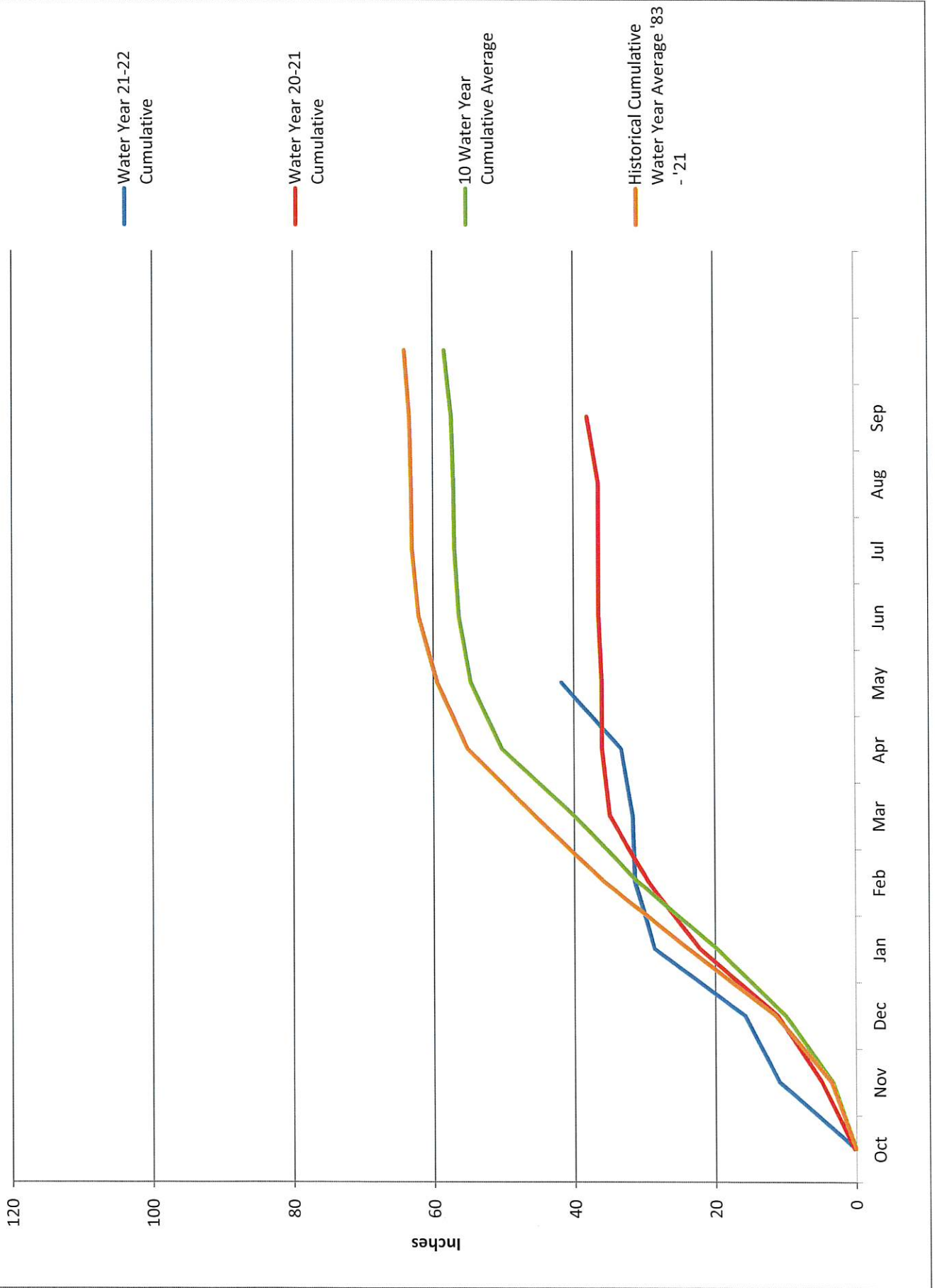
April Operations Detail

9. April 7th – Required Hazwoper refresher training at NCSC. – 7 Essex staff attended
10. April 8th
 - a. Repaired leak on A/R service lateral on Glendale dr.
 - b. Required Hazwoper refresher training at NCSC. – 3 Essex staff attended
 - c. Met with Tesla and Contractor at TRF for BESS project
11. April 12th -15th – I attended the AWWA Spring Conference
12. April 18th
 - a. I met with MCSD, AFD and APD regarding the need to collaborate on a future communications systems upgrade at the MCSD tank Site.
 - b. First Aid and CPR training for 3 Essex Staff.
13. April 19th – JPIA safety classes
 - a. Traffic Control - 8 Essex Staff
 - b. Ergonomics for supervisors – 5 Essex staff, 2 – Main Office staff attended
14. April 20th - Safety meetings
 - a. Heat Illness Prevention
 - b. Electrical Safety
 - c. Arc Flash
15. April 26th
 - a. SB 198 Safety meeting
 - b. 12kV cutover meeting with contractors
16. April 27th - 12kV cutover meeting with all Essex Staff
17. Current and Ongoing Projects
 - a. COVID 19 – Slowly getting back to a somewhat normal staffing arrangement.
 - b. 12kV project. – A lot of planning, prep work for cutover, and SCADA system programming
 - c. Tesla battery bank projects – TRF conduit routing work is in progress.
 - d. OSHG – Working on Bid documents.
 - e. Collector 1 interior painting – In progress
 - f. Main Office Solar project – Working on plans and coordination with roof replacement.
 - g. Routine annual equipment maintenance and services.

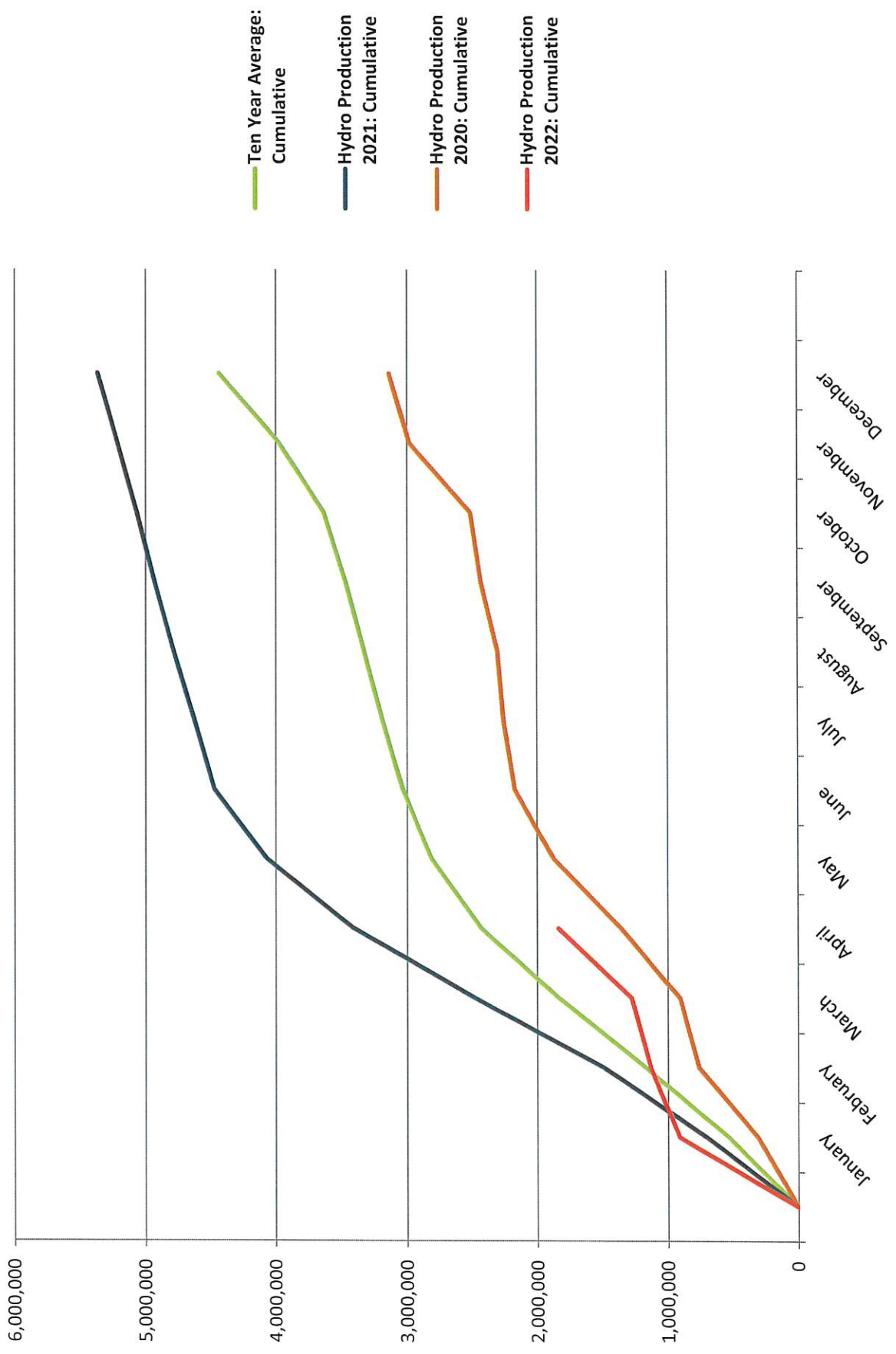


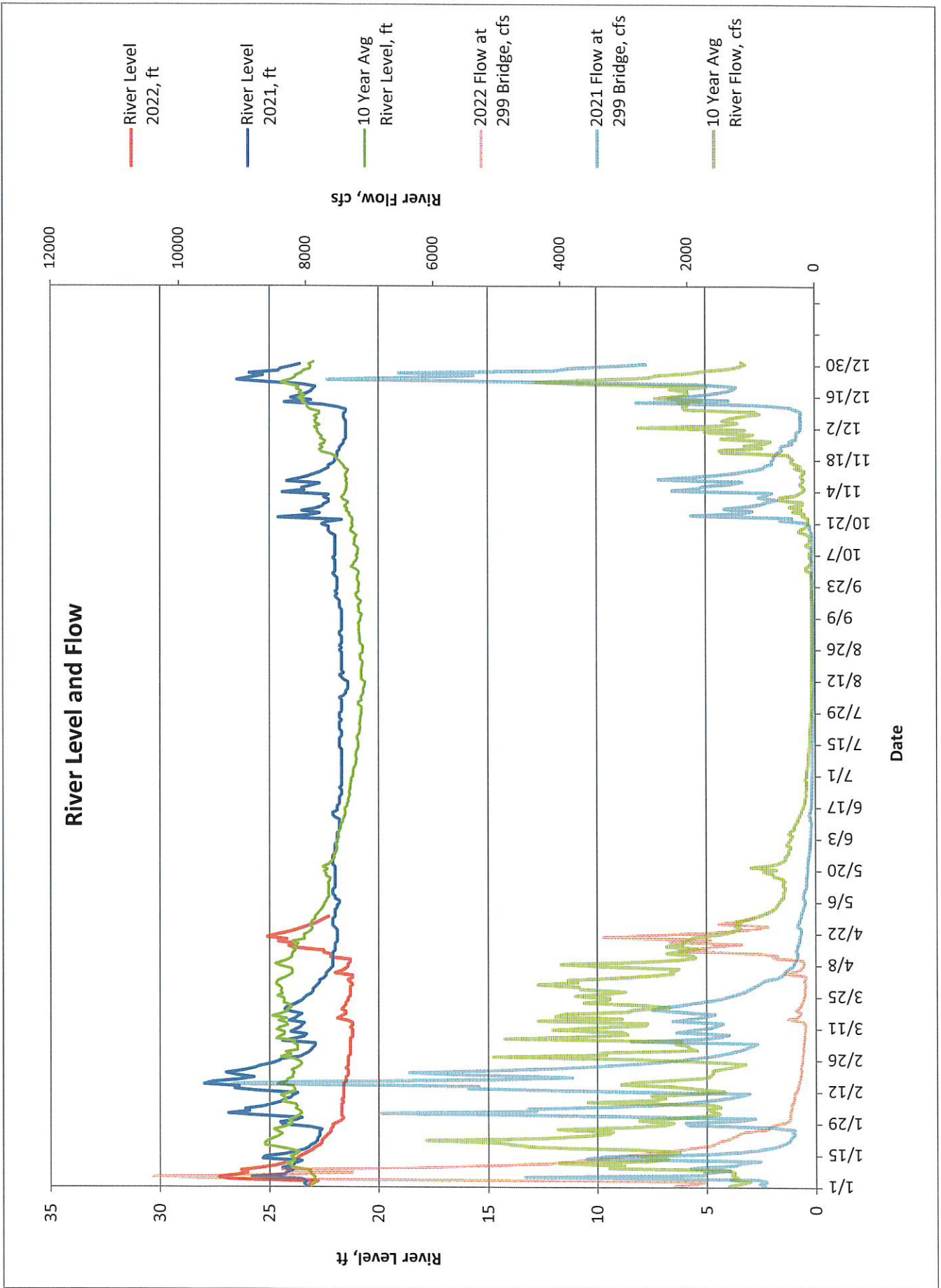


Ruth Rainfall - Water Year 2021-2022



Ruth Hydro Production: Cumulative kWh





MANAGEMENT

Executive Summary: River Structure Designs for Surface Water Diversion in the Mad River, Humboldt County, California

Jake Ratiner, Beau Thetford, Ethan Thompson, Caleb Wegener
ENGR 492 Capstone - California Polytechnic University, Humboldt
April 29, 2022

1 Executive Summary

The Humboldt Bay Municipal Water District (HBMWD) owns and operates a surface water diversion facility (Station 6) located on the Mad River in Arcata, California. The HBMWD cannot operate Station 6 if the water level in the intake bay is below 21 feet above mean sea level. Meanwhile, the river is migrating towards the opposite river bank. In the 1990s, the HBMWD built an in-stream rock dike. However, high flows have begun to cause the degradation of the structure and water is able to pass through and around the structure, threatening the functionality of Station 6. The primary objective of the project is to encourage flow towards Station 6.

Four design alternatives (Figure 1) were proposed by the design team: a) bolstering the existing dike with rocks, b) bolstering the existing dike with logs and tree roots, c) redirecting the channel using bendway weirs, and d) a combination of bolstering the dike with rocks and bendway weirs.

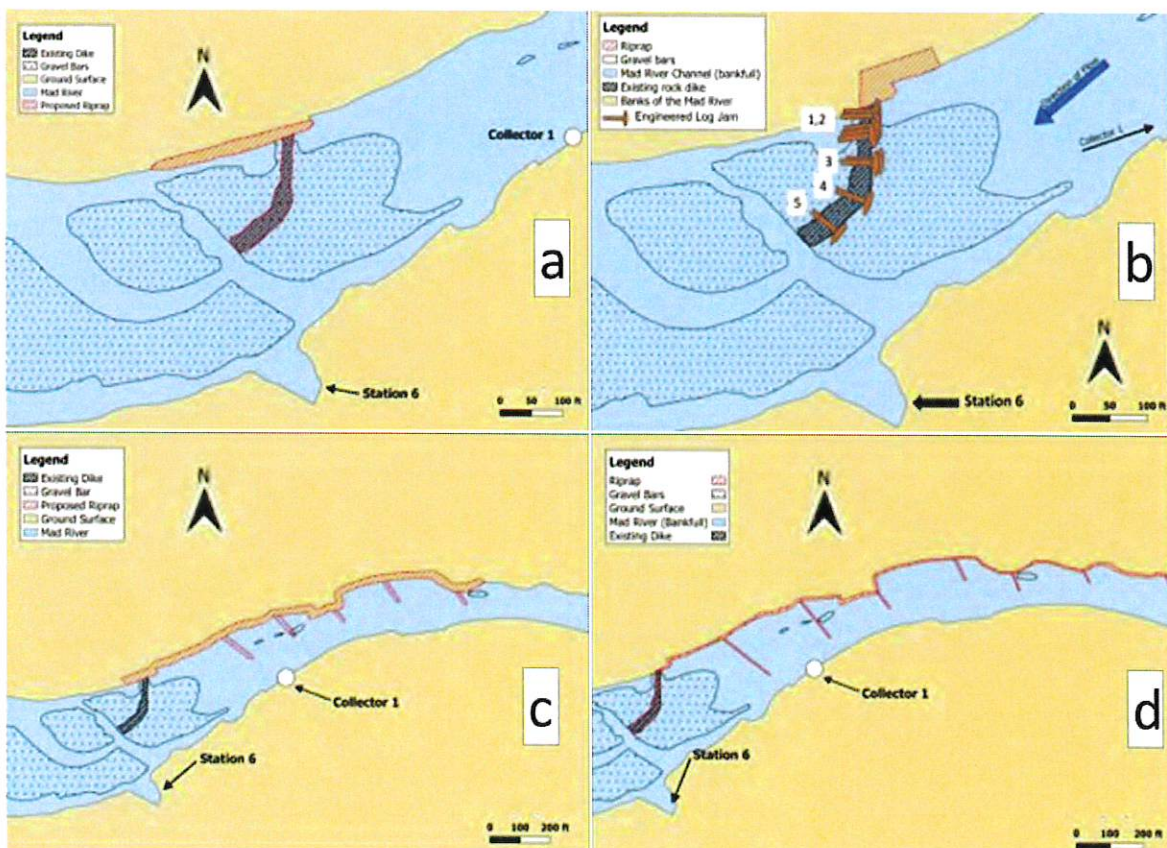


Figure 1. The Station 6 Design Alternatives (a) bolstering the existing dike with riprap (b) engineered log jams with rootwads and boulder anchoring (c) five bendway weirs (d) seven bendway weirs. All alternative include riprap armoring along the north bank to reduce erosion and slow water so that sedimentation might be encouraged.

The first alternative, bolstering the existing dike with rocks, is preferred based on the Delphi Method scoring. Computational models were used to verify that the rock size is appropriate and the height of the riprap is sufficient for the 50-year flow based on a maximum estimated local flow velocity of 15 feet per second (Figure 2).

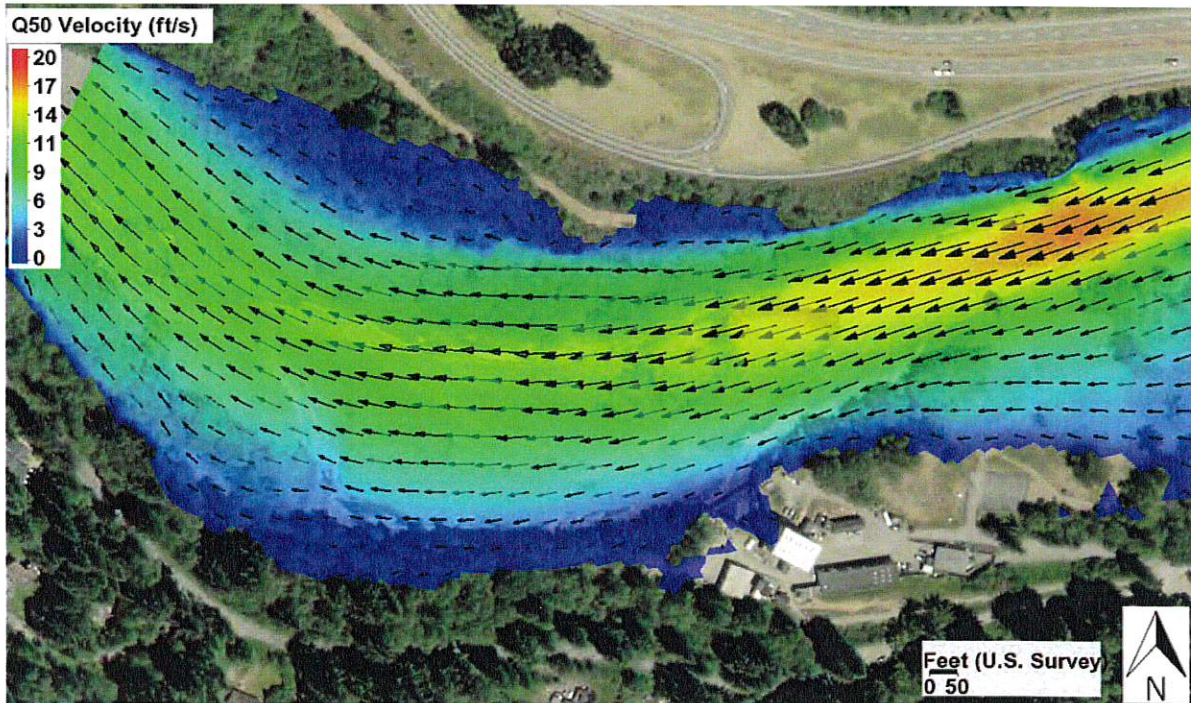


Figure 2. The model results from Sedimentation and River Hydraulics 2-dimensional Version 2 model (Lai 2009) with 50-year return flow of 74,000 cfs (USGS 2022). Base map is from Google (2022).

The model was created in Surface Water Modeling System by Aquaveo (Aquaveo 2021) with Sedimentation and River Hydraulics 2-dimensional Version 2 (SRH-2D). The median rock size for the design is 18 inches based on Caltrans (2020). After the rock size and project area were determined, the low flow with 2-year return period was used in the model to determine how the project effects the water surface elevation at Station 6. Finally, the 100-year and the 200-year flows were modeled to investigate both the sensitivity of the rock size calculations and the sensitivity of the final design on the expected high water elevation. The local velocities and water elevation change was negligible in both cases which indicates the design is sufficient for flows greater than the design flow.

The Station 6 Design Team recommends that HBMWD bolsters the existing dike spending \$32,600 on the preferred alternative. This recommendation reduces the chances that Station 6 will be inoperable due to insufficient water elevation. Before implementation of this project, a new model should be made using surveyed cross sections of the channel, updated bathymetry, and the final design should consider sediment transport after installation.

References

- Aquaveo. (2021). Surface water modeling system. <https://www.aquaveo.com/downloads-sms> (Accessed April 24, 2022).
- California Department of Transportation (Caltrans). (2020). Highway Design Manual Chapter 870: Erosion Control. <https://dot.ca.gov/-/media/dot-media/programs/design/documents/chp0870-a11y.pdf> (Accessed March 10, 2022)
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- Lai, Y. (2009). Two-Dimensional Depth-Averaged Flow Modeling with an Unstructured Hybrid Mesh. Sedimentation and River Hydraulics Group, Technical Service Center, Bureau of Reclamation, Denver, CO 80225. <https://www.usbr.gov/tsc/techreferences/computer%5C%20software/models/srh2d/index.html> (Accessed April 23, 2022)
- U.S. Geological Survey. (2022). Streamflow data from the Mad River - from 10/01/1950 until 01/29/2022. https://waterdata.usgs.gov/ca/nwis/uv/?site_no=11481000 (Accessed February 19, 2022)



**Conceptual Design for Surface Water
Redirection on the Mad River**

California Polytechnic University, Humboldt

Prepared by River Modders Engineering
For Humboldt Bay Municipal Water District by
Sarah Ackerman, Braden Crane, Katie Hardaker,
Liam Mclaughlin

April 29, 2022

Acknowledgements

River Modders Engineering would like to thank Dr. Nelson Anaya, Dr. Jo Archibald, Dr. Margaret Lang, PE, Dr. Eileen Cashman, Jeff Anderson, PE, and the Humboldt Bay Municipal Water District.

1 Executive Summary

This report details design alternatives prepared for the Humboldt Bay Municipal Water District (HBMWD) prepared by River Modders Engineering. The District uses surface water collected approximately 100 feet downstream of the project site in Figure 1 on the south bank of the Mad River to provide water to its industrial customers.

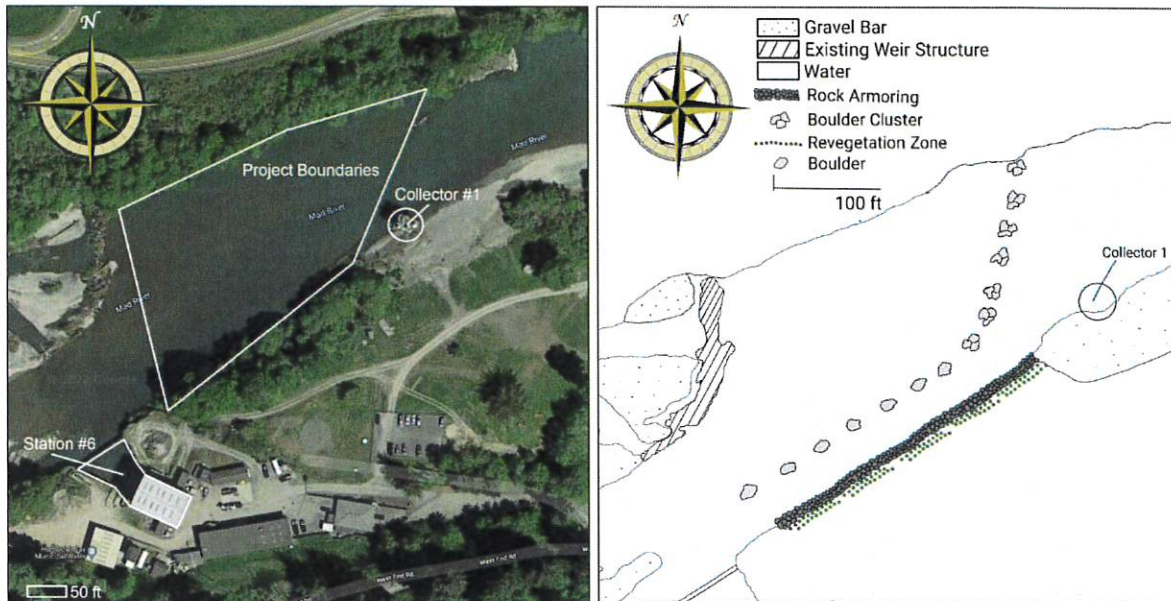


Figure 1: The project site is located just upstream of HBMWD Station 6 and just downstream of Collector 1 (left and right). The preferred design alternative (right) incorporated boulders, bank armoring, and revegetation within the project bounds (Image: McLaughlin).

Over the course of several years, the river has developed a channel on the north bank that decreases water surface elevations at the Station 6 intake and impedes regular operation. Redirection of the flow has previously been addressed by annually dredging the channel near the southern bank. Dredging has proven to be an expensive and unsustainable solution for HBMWD. The team was tasked with designing solutions that address the need for a deeper channel without annual dredging.

The team developed four design alternatives that each incorporated an element of river direction, grade control, and bank protection, and each alternative was also subject to five constraints including time frame, regulations, physical site boundaries, water depth and stage height, and effectiveness. The four design alternatives included the following:

1. **Alternative BCAP:** Boulder Clusters, Armoring, and Planting
2. **Alternative LJRW:** Log Jams and Rootwads
3. **Alternative LJRR:** Log Jams and Riprap
4. **Alternative SDTR:** Spur Dikes and Tree Revetments

Each design alternative was assessed using eleven criteria (initial cost, operation and maintenance cost, project complexity, increase in channel depth, resilience, infrastructure impact, recreation, aesthetics, ecosystem impact, fish passage, and channel geometry) weighted with input from HBMWD. Those weights were combined with assigned scores based on criteria brackets to formulate and complete a Delphi matrix.

Based on the design criteria analysis and feedback from HBMWD, Alternative BCAP was selected as the preferred alternative. The final design included seven boulder clusters and seven boulders to be installed in the channel, as displayed in Figure 2, to direct the thalweg towards the south bank and Station 6. The design also included an initial bank brush removal, riprap installation, and planting on approximately 270 feet of the bank at the project site to protect against erosion and bank failure caused by increased shear stress and velocity.

The total materials cost for Alternative BCAP is estimated to be \$15,963, and the labor and delivery costs are estimated at \$37,477, for a total installation cost of \$53,441. The total maintenance cost is estimated to be \$449 the first year, \$235 the second year, and \$128 each following year that the boulders remain in the river. Most of the materials installation cost was associated with purchasing stone for the riprap and most of the labor and delivery costs were associated with delivery of smaller rock, as noted in Figures 2a and 2b respectively.

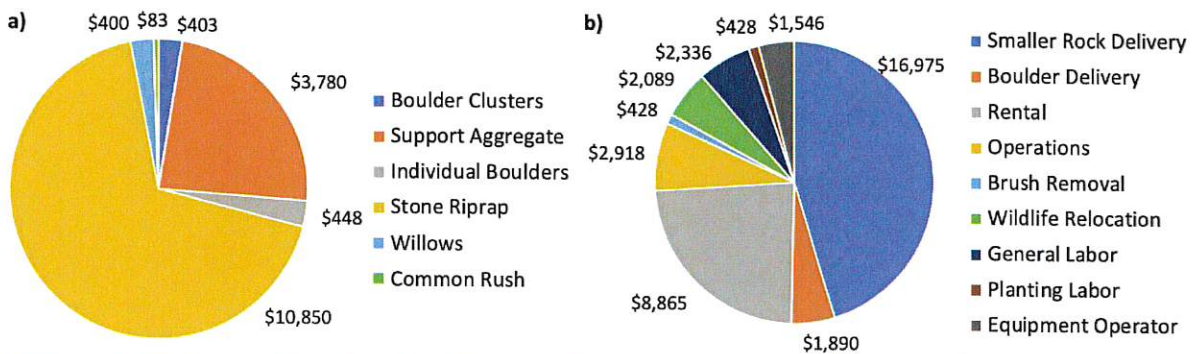
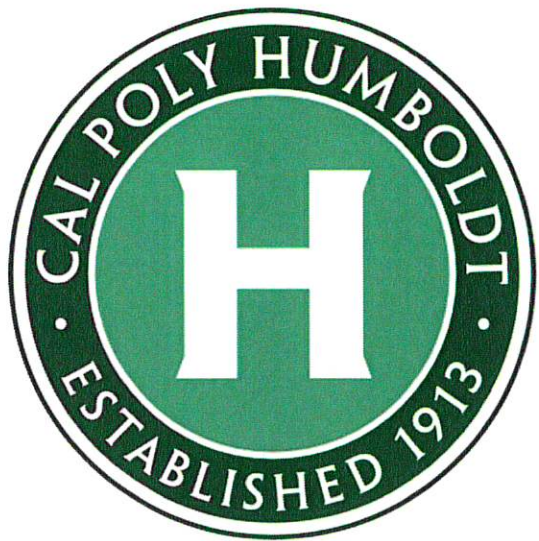


Figure 2: The installation costs for the preferred alternative (Alternative BCAP) were dedicated primarily towards materials and delivery. Figure 3a presents the separated materials costs for the project while Figure 3b presents the associated material delivery and labor costs of the project (Image: Hardaker).

Recommendations for improved design analysis include consideration of bolstered channel bank armoring with wood enhancements, a more thorough model analysis, and consultation with professional engineers and biologists.



Spur Dike Design to Redirect the Mad River

The Collector Protectors

Claire Bareilles, Brendan Brinton, Liam Dooley, Sophia Pasinski

Cal Poly Humboldt Environmental Resources Engineering

ENGR 492: Capstone, Spring Semester 2022

Executive Summary

The Humboldt Bay Municipal Water District provides drinking water to two-thirds of Humboldt County. Drinking water collectors are located along the Mad River near Essex, California. A high flow event of 38,000 cfs in 2019 caused a shift in the Mad River, blocking maintenance accessibility to Collector Four and Collector Five and exposed a transmission pipeline on the south side of Collector Four. A before and after of the channel position can be seen in Figure 1-A and Figure 1-B. The project objective is to retrain the Mad River so that the main channel flows on the south of Collector Five and north of Collector Four such as in Figure 1-A.

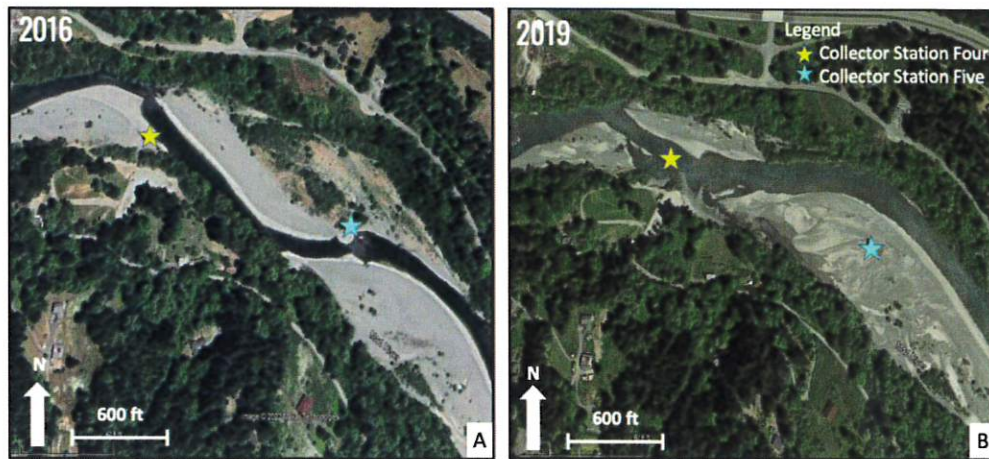


Figure 1-A. Project site in 2016 (Google Earth 2016). **1-B.** Project site in 2019 after high flow event (Google Earth 2019).

All alternatives considered met the following constraints: 1) Collector stations will be made accessible from the riverbank, 2) The river flow will not reduce groundwater availability for collectors, 3) Designed for low flow conditions of 200 cfs, 4) The water transfer pipe by Collector Four will be protected from scouring, 5) Adhere to all relevant local, regional, tribal, and national regulations, and 6) The project must stay within the land parcels owned by the HBMWD. The project was also subject to a set of criteria found in Table 1.

Table 1. Criteria descriptions and corresponding weights determined by the client. Table created by Brinton.

Criteria	Description	Priority (#/10)
Longevity	Lifespan of the project	6
Amount of Added Material	The volume of new material introduced to the river	7
Repeated Riverbed Impact	Level of impact from project maintenance every year	6
Locally Sourced	Percentage of materials and labor sourced from Humboldt County	6
Initial Costs	Cost of implementation and equipment needed for the project	7
Maintenance Cost	Cost of annual maintenance required to keep the project operating	9
Method Reliability	Expected effectiveness based on literature and case study analysis	9

Four alternatives were created to meet the project constraints: Alternative 1 (Annual Dredging) – Annual dredge of river sediment buildup in desired thalweg; Alternative 2 (Spur Dikes) – A one-

time dredge and the implementation of spur dikes to retrain the river’s flow; Alternative 3 (Deformable Bank) – A one-time dredge and the implementation of a deformable bank to retrain the river’s flow; and Alternative 4 (Combined Approach) – A one-time dredge and a design which implements both spur dikes and a deformable bank to retrain flow.

The four alternatives were compared using the Delphi method. An initial dredge to retrain the river followed by the implementation of spur dikes was selected as the preferred alternative. A plan view of the dredge and spur dikes can be seen in Figure 2.

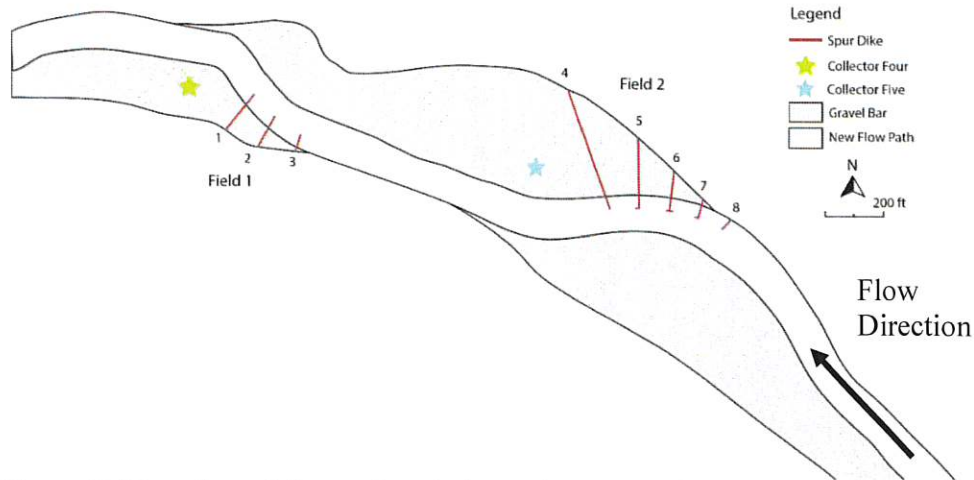


Figure 2. Plan view of the preferred alternative, a one-time dredge followed by the implementation of spur dikes. Figure created by Pasinski.

The initial dredge and spur dike implementation is estimated to cost \$1,131,000. This cost consists of materials, equipment, labor, and extra costs such as engineering and permitting fees. A detailed cost breakdown can be seen in Table 2.

Table 2. Cost breakdown for dredging and implementing spur dikes in the Mad River. Table created by Pasinski.

Category	Item	Number of Units	Rate	Cost
Materials	Riprap	9,214 yd ³	\$50/yd ³ *	\$461,000
	Fill of Existing Channel	40,000 yd ³	\$1.25/yd ³ **	\$50,000
Equipment	Excavator	Weeks 1-2: 4 Excavators Week 3-8: 2 Excavators	\$8,000/Week***	\$160,000
	Dump Truck	Weeks 1-2: 8 Trucks Week 3-8: 4 Trucks	\$2,000/Week***	\$80,000
Labor	Excavator Driver	800 hours	\$35/Hour ⁺	\$28,000
	Dump Truck Driver	1600 hours	\$26/Hour ⁺⁺	\$41,600
Extra Costs				\$310,400
Total Cost				\$1,131,000

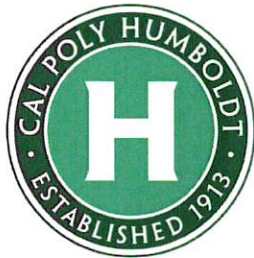
*Rodriguez 2021, ** King et al. 1994, *** Indeed 2022, + Dozr 2022, ++ CostOwl 2022

The initial dredge and spur dike implementation process will require extensive permitting and construction processes. Prior to implementation it is recommended that a hydrodynamic model is run to simulate the installation process using detailed elevation data of the Mad River.

Emergency Drawdown System at R.W. Matthews Dam For Humboldt Bay Municipal Water District

LKR Hydraulics

Leith Butler, Robert Carey, Kaitlin McKie



California State Polytechnic University, Humboldt

ENGR 492: Capstone Design Project

Spring 2022

Executive Summary

The R.W. Matthews Dam, owned by Humboldt Bay Municipal Water District (HBMWD), forms the Ruth Lake reservoir in Trinity County, California. Currently, there are only two methods of removing water from the reservoir: 1) through the outworks of the Gosselin Hydroelectric Powerhouse, and 2) by overtopping the spillway when the water surface exceeds the spillway crest. If the dam is compromised, the inability to quickly lower the Ruth Lake reservoir depth could result in catastrophic dam failure, with the potential to cause significant loss of life and damage to infrastructure and property in multiple towns and communities downstream of the dam.

LKR Hydraulics' project objective was to design a deployable hydraulic drawdown system at R.W. Matthews Dam that will reduce the volume of the water in the Ruth Lake reservoir in the event of an emergency. The system will be expected to be quickly assembled and will be able to accommodate different emergency scenarios. When not in use, the system will be disassembled and stored on site.

The project scope was limited by cost, storage, and labor constraints. The initial project cost was limited to \$5 million in expected Federal Emergency Management Agency (FEMA) emergency preparedness grant funding. The project must be stored in the space available on site by the Gosselin Hydroelectric Powerhouse and Sheriff's Cove. The project must be able to be assembled by six workers, one maintenance vehicle, and one 15-ton capacity boom truck. Each of the design alternatives developed to meet the objective needed to adhere to these constraints. The alternatives were then evaluated using weighted criteria agreed upon by the project team and HBMWD. The criteria included the initial cost, maintenance cost, maximum flow rate, maximum drawdown depth, simplicity, and flexibility.

Three alternative designs were developed to achieve the project objective, shown in Table 1. The design alternatives were compared using the Delphi Method, which involved scoring each of the alternatives based on how well they achieved the design criteria. The Semi-Permanent Crest Retrofit earned the overall highest score for being the least complex system, while still having a moderate flow and drawdown capacity. This alternative was modified for the final design to better meet the project objective.

Table 1. The three design alternatives developed to meet the project objective.

Alternative	Description	Advantages	Disadvantages
Temporary Spillway Siphon	Seven parallel PVC siphon systems placed on spillway	<ul style="list-style-type: none"> • No energy use after siphon is primed • High flow rate 	<ul style="list-style-type: none"> • Maximum drawdown depth of 17 ft
Temporary Crest Pump System	32 parallel PVC pipe systems located on the crest of the dam, powered by submersible pumps	<ul style="list-style-type: none"> • Up to 75 ft drawdown • Variety of deployment options 	<ul style="list-style-type: none"> • Low flow rate • Many components to assemble
Semi-Permanent Crest Retrofit	Steel pipes embedded through the crest of the dam with flexible discharge hoses, powered by two high-volume mobile pumps	<ul style="list-style-type: none"> • Rapid deployment • Few individual components • Flexible components 	<ul style="list-style-type: none"> • Permanent alterations to dam • Energy intensive

The final design is the Mobile Pump Maximizer, which system consists of nine mobile pumps with flexible discharge hoses that can be routed to the tailrace or the spillway, shown in Figure 1. The pump model selected was the Mobile Hydroflo™ 3000M HMF30 from Moving Water Industries (MWI). Each pump is trailer-mounted and comes equipped with a diesel engine, a 20 ft steel discharge pipe, and a 100 ft Ethylene Propylene Diene Monomer (EPDM) rubber nylon discharge hose. Additional sections of discharge hose fitted with hose couplings will be supplied with each pump to extend the total length of discharge hose. The pumps and components will be stored in a storage building at Sheriff's Cove.

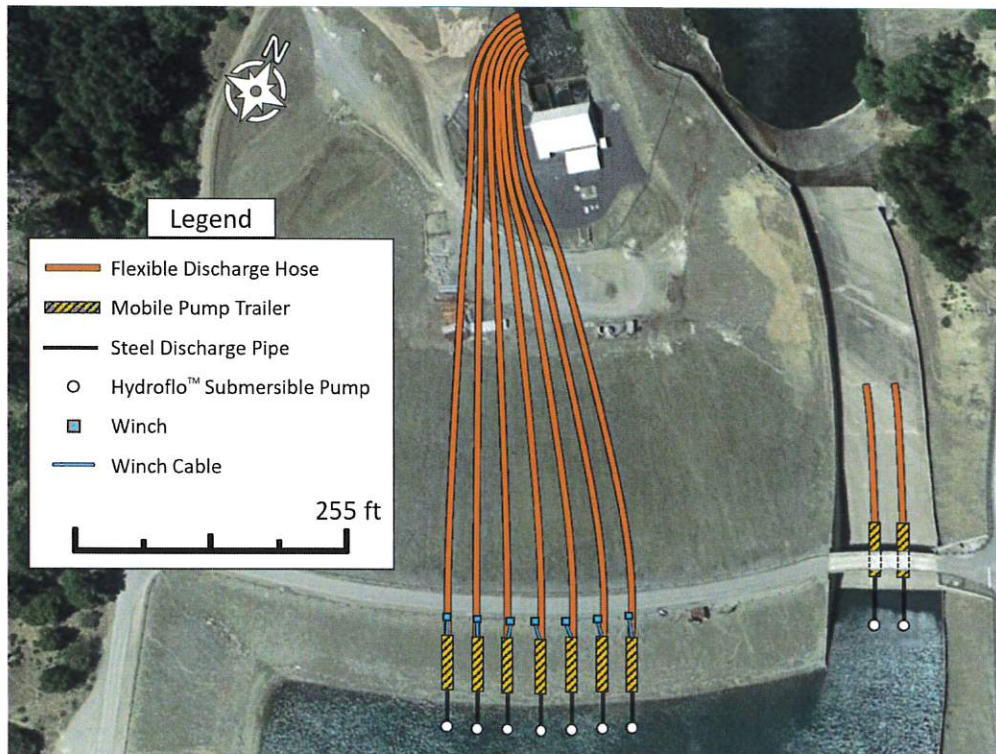


Figure 1. Plan view of the Mobile Pump Maximizer. Discharge pipes and hoses are not to scale (LKR Hydraulics 2022).

The expected drawdown capacity of the system was determined using the system flow rate and a drawdown model. Drawing down one third of the reservoir depth (D_{33}) would remove approximately half of the hydrostatic forces from the embankment of the dam. According to the analysis, the time to reach D_{33} would be 21 days if the system were to be used on its own, 14 days if the system were to be used in addition to the existing dam outworks, and 37 days if only the dam outworks were used.

The total initial project cost is expected to be \$4.8 million. The nine MWI Mobile Hydroflo™ pumps make up 98% of this initial project cost. Other costs include the storage shed and mounted winches.

The LKR Hydraulics team has identified additional considerations for further analysis. Licensed geologists should perform a rapid drawdown slope stability analysis to evaluate the slope stability of the dam embankment with respect to the predicted drawdown rate. Booster pumps may be an option to increase the flow and head of the mobile pumps. Finally, a floating pump platform would remove the need to reposition the pumps incrementally, as the platform would remain on the water surface as drawdown continues.

Humboldt Bay Municipal Water District

To: Board of Directors
From: John Friedenbach
Date: May 5, 2022

Re: ACWA-JPIA Rate Stabilization Fund rebate

Discussion

Attached is the ACWA-JPIA's Rate Stabilization Fund Report. For those agencies that have a balance that exceeds the attachment point, a rebate check was issued. A check in the amount of \$19,597.12 was received by HBMWD.

In the interest of reducing the District's cyber security risk, staff recommends that these funds be directed to perform a cyber security risk analysis of the Eureka Office's computer network. A cyber security risk analysis is currently being performed on the network at Essex under our project budget. As you are likely aware, cyber security is one of the highest risks that municipalities are facing throughout the United States for a variety of geopolitical reasons.

Staff Recommendation

Staff recommends that the Board specifically allocate the \$19,597.12 to perform a cyber security risk analysis of the Eureka office's computer network.

TO: HUMBOLDT BAY MUNICIPAL WATER DISTRICT (H002)

FROM: David deBernardi, Director of Finance 

DATE: February 1, 2022

RE: Rate Stabilization Fund Report

Enclosed is the Rate Stabilization Fund Report for your agency including backup documentation. For those agencies that have a balance that exceeds the attachment point, a check for the amount over the attachment point is also enclosed. Approximately 156 members are receiving a check with this report. Total refunds approximate \$4.265 million.

The Rate Stabilization Fund was established in 1999 to help stabilize the fluctuating cycle of refunds and billings for prior policy years. In 2001, the Executive Committee authorized expanding the fund to include all pooled programs.

The report has several parts. It starts with the beginning balance, the amount on the books for each member before adjustments. The first adjustment is the Liability Program's 10/1/19-20 policy year deposit premium for actual payroll vs. estimated payroll. Afterwards, there are adjustments for the Workers' Compensation program. These program adjustments are Retrospective Premium Adjustments for prior policy years that still have open claims. Finally, if the resulting balance is negative by more than 40% (or positive by more than 70%) of the attachment point, the district is billed (refunded) for the difference.

Also enclosed in the back of the document is your agency Catastrophic Fund (CAT Fund) statement. This report discloses the activity in the CAT Fund for the both the liability and workers' compensation programs.

It should be noted that each agency's balance is maintained separately for both Rate Stabilization Fund and CAT Fund and not all agencies' balances change at the same rate.

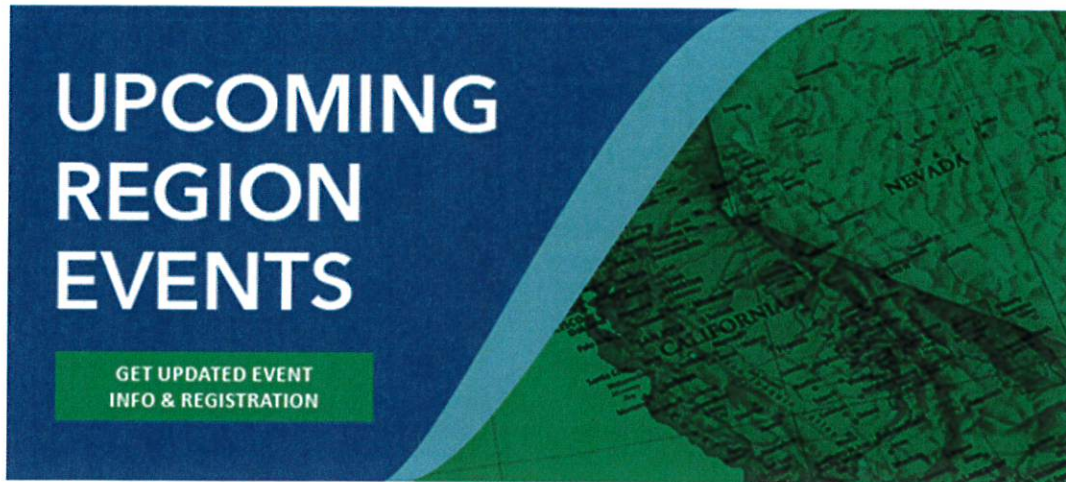
If you have any questions regarding the Rate Stabilization Fund or any of the adjustments, please call (800) 231-5742 or e-mail me at ddebernardi@acwajpia.com <<mailto:ddebernardi@acwajpia.com>>.

ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY
PO BOX 619082
ROSEVILLE, CA 95661-9082
RPA STABILIZATION FUND REPORT
AS OF 09/30/2021

FOR: HUMBOLDT BAY MUNICIPAL WATER DISTRICT (H002)

BEGINNING BALANCE	\$53,799.20
LIABILITY PREMIUM ADJ. - ACTUAL VS ESTIMATED PAYROLL - PY 10/1/2019-2020	\$1,631.00
W/C RETROSPECTIVE PREMIUM ADJ. - PY 7/1/2019-2020	\$25,528.67
LIABILITY - CATASTROPHIC APPROPRIATIONS ADJ. - 09/30/2021	(\$6,770.78)
W/C - CATASTROPHIC RESERVES ADJ. - 09/30/2021	\$3,310.14
FUND BALANCE	\$77,498.22
CURRENT ATTACHMENT POINT (70% OF BASIC LIABILITY PREMIUM)	\$57,900.50
AMOUNT OF REFUND DUE TO THE MEMBER DISTRICT	\$19,597.72

ACWA



SAVE THE DATE!



Event co-hosted by
Humboldt Bay Municipal Water District
and Sponsored by:



ACWA Region 1 Program and Tour: North Coast Water Forum

Thursday, July 7 and Friday, July 8
Online Registration Available: May 2, 2022

Join us on July 7-8 in Eureka for the North Coast Water Forum and tour co-hosted by ACWA Region 1 and Humboldt Bay Municipal Water District. Attendees will gather the evening of July 7 and board the historic Madaket for a Humboldt Bay Harbor Cruise. Following the cruise, dinner and a statewide water updates program will take place at the Sea Grill Restaurant just a few blocks away. On July 8, the program will begin at Humboldt Bay MWD and will include discussion on innovative in-stream flow, microgrid, and SCADA system projects. The morning program will be followed by lunch at the famous Carson Mansion and an afternoon local area facility tour.

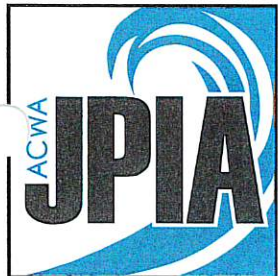
Preliminary Program Agenda and details coming soon.

Questions?

Contact Regional Affairs Representative
[Jennifer Rotz](#) or (916) 441-4545.

ACWA Region 1 Board 2022-2023

Chair: J. Bruce Rupp, Humboldt Bay MWD • Vice Chair: Jennifer Burke, City of Santa Rosa
Board Members: Tamara Alaniz, Brooktrails Township CSD; Jon L. Foreman, Valley of the Moon WD;
Dennis Mayo, McKinleyville CSD; Elizabeth Salomone, Russian River Flood Control; Brad Sherwood,
Sonoma Water



YOUR BEST PROTECTION

May 3, 2022

ACWA JPIA

P. O. Box 619082
Roseville, CA 95661-9082

phone
916.786.5742
800.231.5742

www.acwajpia.com

Humboldt Bay Municipal Water District
Maintenance Department
P.O. Box 95
Eureka, CA 95502-0095

Re: H.R. LaBounty Safety Awards Program

Dear Maintenance Department:

On behalf of the ACWA JPIA, we would like to thank you for your recent safety award submission.

We greatly appreciate that you contributed your time and efforts to promote safe workplace behavior and improve existing operational practices. It is individuals like you who demonstrate safe behavior, take part in training, and participate in risk-reducing actions that foster a positive safety culture.

Enclosed is a certificate in honor of your achievement. The entire JPIA membership is successful because of individuals like you. *We encourage you to cash the enclosed check promptly.*

Please continue your risk management practices. We look forward to future safety award submissions from you.

Sincerely,

Walter "Andy" Sells
Chief Executive Officer

426:tl

- Core Values*
- *People*
 - *Service*
 - *Integrity*
 - *Innovation*

Enc. Certificate

**JPIA Proudly Presents the
H.R. LaBounty Safety Award**

to

**Humboldt Bay MWD Staff
Humboldt Bay Municipal Water District**

May 2022



RREDC/RCEA



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 12.4a PAGE NO. 1

BOARD OF DIRECTORS MEETING AGENDA

April 28, 2022 -Thursday, 3:30 p.m.

COVID-19 NOTICE

RCEA AND HUMBOLDT BAY MUNICIPAL WATER DISTRICT OFFICES WILL NOT BE OPEN TO THE PUBLIC FOR THIS MEETING

Pursuant to the AB 361 Brown Act open public meeting law revisions signed into law on September 16, 2021, and Governor Newsom's State of Emergency Proclamation of March 4, 2020, this meeting will not be convened in a physical location. Board members will participate in the meeting via an online Zoom video conference.

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

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.

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 unmute your phone or computer. You will have 3 minutes to speak.

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."

In compliance with the Americans with Disabilities Act, any member of the public needing special accommodation to participate in this meeting should call (707) 269-1700 or email Ltaketa@redwoodenergy.org at least 3 business days before the meeting. Advance notice enables RCEA staff to make their best effort to reasonably accommodate access to this meeting while maintaining public safety.

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 of Directors, including those received less than 72 hours prior to the RCEA Board meeting, will be made available to the public at www.redwoodenergy.org.

OPEN SESSION Call to Order

1. REPORTS FROM MEMBER ENTITIES

2. ORAL COMMUNICATIONS

This time is provided for people to address the Board 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.

3. 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.

3.1 Approve Minutes of March 24, 2022, Board Meeting.

3.2 Approve Disbursements Report.

3.3 Accept Financial Reports.

3.4 Adopt RCEA Resolution 2022-4 Ratifying Governor Newsom's March 4, 2021, State of Emergency Proclamation and Authorizing Remote Teleconference Meetings of RCEA's Legislative Bodies for the Period April 28, 2022, through May 27, 2022, Pursuant to Brown Act Revisions.

3.5 Accept Annual RCEA Supplier Diversity Report and Plan.

4. REMOVED FROM CONSENT CALENDAR ITEMS

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

COMMUNITY CHOICE ENERGY (CCE) BUSINESS (Confirm CCE Quorum)

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.

5. OLD CCE BUSINESS

5.1. Energy Risk Management Quarterly Report

Accept Energy Risk Management Quarterly Report.

6. NEW CCE BUSINESS – None.

END OF COMMUNITY CHOICE ENERGY (CCE) BUSINESS

7. OLD BUSINESS

7.1. CPUC-Mandated Long-Duration Storage Procurement

Delegate authority to the Executive Director to execute on behalf of Redwood Coast Energy Authority as a member of California Community Power the following agreements and any necessary ancillary documents for the Goal Line Long

Duration Storage project with a delivery term of 15 years starting at the Commercial Operation Date on or about June 1, 2025, for an RCEA share not to exceed 3.21 MW:

- a) Project Participation Share Agreement by and among Redwood Coast Energy Authority, California Community Power and participating community choice aggregators
- b) Energy Storage Service Agreement - Buyer Liability Pass Through Agreement by and among Redwood Coast Energy Authority, California Community Power and Goal Line BESS 1, LLC
- c) Operations Agreement by and among Redwood Coast Energy Authority, California Community Power and participating CCAs for Goal Line (agreement to be developed, not attached).

8. NEW BUSINESS – None.

9. STAFF REPORTS – None.

10. FUTURE AGENDA ITEMS

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

11. ADJOURNMENT

NEXT REGULAR MEETING

Thursday, May 26, 2022, 3:30 p.m.

The location of this meeting is to be determined.



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

BOARD OF DIRECTORS MEETING DRAFT MINUTES

March 24, 2022 - Thursday, 3:30 p.m.

Notice of this meeting was posted on March 19, 2022. Vice Chair Chris Curran called a regular meeting of the Board of Directors of the Redwood Coast Energy Authority to order on the above date at 3:34 p.m., stating that the teleconference meeting was being conducted pursuant to the AB 361 Brown Act open public meeting law revisions signed into law on September 16, 2021, and Governor Newsom's State of Emergency Proclamation of March 4, 2020. Vice Chair Curran stated that the posted agenda contained public teleconference meeting participation instructions.

PRESENT: Chair Stephen Avis (arrived 3:43 p.m.), Scott Bauer, Vice Chair Chris Curran, Alternate Director Michelle Fuller, David Grover, Mike Losey, Sarah Schaefer, Frank Wilson (arrived 4:06 p.m.), Mike Wilson. ABSENT: Sheri Woo. STAFF AND OTHERS PRESENT: Regulatory and Legislative Policy Manager Aisha Cissna, Demand Side Management Director Stephen Kullmann, Executive Director Matthew Marshall; Deputy Executive Director Eileen Verbeck, Account Services Manager Sally Regli; Community Strategies Manager Nancy Stephenson; Clerk of the Board Lori Taketa.

REPORTS FROM MEMBER ENTITIES

Director Grover reported that this was his last RCEA meeting and that an alternate would be appointed before this Board's next meeting. Vice Chair Curran thanked Director Grover for his service.

ORAL COMMUNICATIONS

Solar power developer and installer Ryan Pickering requested the Board and agency support PG&E's sale of, and a new owner's continued operation of the Diablo Canyon nuclear power plant, which produces 20% of the electrons used on PG&E's portion of the grid, as a non-fossil fuel grid stabilizing energy source. Mr. Pickering previously supported achieving 100% renewable energy but changed his position when learning that doing so requires overbuilding renewable sources to 600% of grid usage. Mr. Pickering cited two sections of Meredith Angwin's book "Shorting the Grid," which state that 1 MW of fossil fuel energy source installation is needed for every .88 MW of renewable energy generation installed to provide quick-reacting capacity and grid reliability.

Community Advisory Committee Chair Dennis Leonardi thanked the Board for reappointing CAC members at its last meeting, stating that he looked forward to working with the Board and CAC in the coming year. Chair Leonardi thanked the Board for including the CAC as part of the agency's work process.

Vice Chair Curran closed the oral communications portion of the meeting.

CONSENT CALENDAR

3.1 Approve Minutes of February 24, 2022, Board Meeting.

- 3.2 Approve Disbursements Report.
- 3.3 Accept Financial Reports.
- 3.4 Authorize extension of Resolution No. 2022-2 Ratifying Governor Newsom's March 4, 2020, State of Emergency Proclamation and Authorizing Remote Teleconference Meetings of RCEA's Legislative Bodies, for the Extension Period March 27, 2022, Through April 25, 2022, Pursuant to Brown Act Revisions of AB 361.
- 3.5 Approve Selection of Caselle Hosted Software to Provide Financial and Payroll Software to RCEA for an Amount Not to Exceed \$22,045 for Purchase and Implementation and \$23,868 Annually for Maintenance and Support. Authorize the Executive Director to Prepare and Execute a Professional Services Agreement with Caselle for These Services.

No member of the Board or public requested items to be removed from the consent calendar.

M/S: Losey, Grover: Approve the consent calendar items.

The motion passed with a unanimous roll call vote. Ayes: Bauer, Curran, Fuller, Grover, Losey, Schaefer, M. Wilson. Noes: None. Absent: Avis, F. Wilson. Abstain: None.

Vice Chair Curran confirmed there was a quorum to conduct Community Choice Energy business.

OLD CCE BUSINESS

5.1 Demand Reduction Incentive Program Pilot Program Summary – Information only

Account Services Manager Sally Regli reported on the Demand Reduction Incentive Program (DRIP) pilot program which enrolled four large business customers across the construction, grocery and entertainment sectors and encouraged them to reduce energy usage during peak energy use periods. The program goal was to reduce usage by 10% to contribute to grid stabilization. Enrolled businesses were offered a \$0.25 bill credit for each kWh cut from normal usage rates.

The pilot program did not meet its load reduction and customer enrollment goals. An interdepartmental demand-response staff working group is investigating third-party, automated energy use reduction tools to make load reduction easier for customers, assessing which tools fit RCEA customers best and determining the necessity of an in-house program to provide these tools. Staff has set 2023 as a target date to reimplement a demand reduction incentive program that incorporates lessons learned from the pilot project. The directors discussed how the rising cost of electricity may be the biggest incentive for energy reduction and how a participant survey showed the program helped participating businesses focus more on their energy usage.

Chair Avis thanked Vice Chair Curran for facilitating the beginning of the meeting.

There were no responses from the public to Chair Avis' invitation for comment. Chair Avis closed the public comment period.

NEW BUSINESS

8.1. Regulatory and Legislative Policy Platform Adoption

Regulatory and Legislative Policy Manager Aisha Cissna presented RCEA's inaugural 2022 policy platform. RCEA's advocacy is primarily at the state level but is beginning to involve federal regulatory advocacy with the offshore wind project. The policy platform does not cover local regulatory or legislative advocacy. The purpose of the policy platform is to help achieve RCEA's RePower strategic plan goals, to maintain RCEA program operation, and to make advocacy more efficient. Manager Cissna highlighted different advocacy areas, citing examples of upcoming issues in which RCEA may want to engage. For regulatory matters, the Executive Director or designated staff would follow platform, strategic plan and mission guidelines when conducting agency advocacy. For legislative advocacy, the Board Chair and Vice-Chair would determine whether the action aligns with the platform, then authorize action. The full Board would receive quarterly advocacy action reports and review and provide input on the policy platform annually. Actions not covered by the policy platform would be discussed by the full Board prior to action.

The directors discussed the process for approving legislative advocacy actions and inquired about establishing a government affairs committee to allow directors beyond the chair and vice-chair to consider agency advocacy. The challenge of responding quickly to bill changes through a standing committee subject to Brown Act open meeting laws was discussed. The directors expressed the need to join industry or government agency groups such as the Local Government Commission/CivicWell, and to stay abreast of California State Association of Counties and the League of California Cities' policy platforms to monitor for opposing positions and lobby effectively as a group. It was noted that RCEA is a California Community Choice Association member and Executive Director Marshall's current role as CalCCA Chair ensures RCEA's perspective is considered despite the agency's relatively small customer base. Much of CalCCA's membership dues go toward legislative advocacy. Directors expressed confidence that Executive Director Marshall would inform Board directors of advocacy issues requiring full Board discussion should time allow. Directors may also provide feedback on this process as it moves forward.

Chair Avis invited public comment. There were no comments from the public. Chair Avis closed the public comment period.

M/S: Grover, Losey: Approve 2022 RCEA Policy Platform.

The motion passed with the following roll call vote. Ayes: Avis, Bauer, Curran, Fuller, Grover, Losey, Schaefer, M. Wilson. Noes: None. Absent: None. Abstain: F. Wilson.

STAFF REPORTS

9.1. Report from Executive Director Matthew Marshall

RCEA is planning a celebration of the CCE program's fifth anniversary on Earth Day in April. Details will be announced soon. Mr. Marshall inquired whether the directors would like the monthly agency reports to be sent to member agency clerks or other staff members to help them stay abreast of RCEA's work. A sizeable Humboldt County contingent made up of Cal Poly Humboldt, Harbor District, County, local tribe and union representatives, will be participating in an offshore wind conference in San Francisco next week. Executive Director

Marshall will be on paternity leave starting in late April. Deputy Executive Director Eileen Verbeck will be the acting Executive Director in his absence.

There were no responses from the public to Chair Avis' invitation for comment. Chair Avis closed the public comment period.

FUTURE AGENDA ITEMS

There were no requests for future agenda items from the directors or the public. Executive Director Marshall informed the late-arriving directors of the public comment regarding support for the Diablo Canyon nuclear facility's continued operation.

CLOSED SESSION

After receiving no public comment on the closed session agenda item, the directors adjourned to closed session at 4:29 p.m. to discuss:

- 13.1. Conference with real property negotiators pursuant to Government Code § 54956.8 in re: APN 001-115-007; RCEA negotiator: Executive Director; Owner's negotiating party: Disiere & Associates and Harris Plaza Properties; Under negotiation: price and terms.

The directors reconvened in open session at 4:43 p.m. Chair Avis stated that there was nothing to report out from closed session.

The meeting was adjourned at 4:44 p.m.

Lori Taketa
Clerk of the Board



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**

Via ZOOM <https://us02web.zoom.us/j/86932985578?pwd=SWdydk0vWnQ1TWpjOUc2U0JhVnljdz09>
 or by phone call in +1 669 900 6833
 Meeting ID: **869 3298 5578**/ Passcode: **221097**

**April 25, 2022 at 6:30 pm PT
 AGENDA**

- I. Call to Order**
- II. Approval of Agenda**
 - A. Approval of Agenda for April 25, 2022
- III. Public Input for non-agenda items**
- IV. Public Hearing for Draft FY 2023 RREDC Budget**
- V. Consent Calendar**
 - A. Approval of Minutes of the Board of Directors Special Meeting: March 31, 2022
 - B. Acceptance of Agency-wide Financial Reports: 3rd Quarter FY 2022
- VI. New Business**
 - A. Approval of RREDC Budget for FY 2023
 - B. Discussion of Priorities Session Results & Establishing Actionable Goals
- VII. Old Business**
- VIII. Reports – No Action Required**
 - A. Executive Director's Report
- 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 accommodations.