



Changing of the Guard

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

Board of Directors Meeting

March 2017



NOTICE OF APPOINTMENT AND OATH OF OFFICE

SPECIAL DISTRICT GOVERNING BOARD MEMBER

Government Code 1780

NOTICE IS HEREBY GIVEN that effective _____ (date of appointment), **Michelle Fuller** was appointed to the office of Governing Board Member of the **HUMBOLDT BAY MUNICIPAL WATER DISTRICT**, County of Humboldt, by the Governing Board of the above district. This term of office ends on the first Friday of December, 2018.

Dated: _____

Kelly Sanders
County Registrar of Voters

By _____

Deputy Clerk

OATH OF OFFICE

Govt Code Sections 1360-1363, inclusive,
3105 Section 3, Article XX, State Constitution

I, **Michelle Fuller** do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

(Signed) _____

(Dated) _____

(Address) _____

Signature of person administering oath

Minutes



HUMBOLDT BAY MUNICIPAL WATER DISTRICT
828 7th Street, Eureka



Minutes for Meeting of Board of Directors

February 9, 2017

A. **ROLL CALL**

President Woo called the meeting order at 9:02 a.m. Director Hecathorn conducted the roll call. Directors Hecathorn, Latt, and Woo were present. Director Rupp arrived for the afternoon portion of the meeting. General Manager Paul Helliker, Superintendent Dale Davidsen, Business Manager John Friedenbach and Board Secretary Sherrie Sobol were also present. Pat Kaspari and John Winzler of GHD were present for a portion of the meeting. Ms. Diffen and Grant were present for a portion of the meeting to discuss their food boat proposal.

B. **FLAG SALUTE**

President Woo led the flag salute.

C. **ACCEPT AGENDA**

Mr. Helliker suggested postponing discussion of New Business Item 6 until just before the CIP discussion. The Board concurred. On motion by Director Hecathorn, seconded by Director Latt, the Board voted 3-0 to accept the agenda as amended.

D. **MINUTES**

Director Latt requested the January 12 minutes under Timber Harvest in the Operations section be clarified to show the Board action was for approval of dead, dying and diseased trees in the buffer strip. Mr. Helliker also noted a typo that needed correction. On motion by Director Hecathorn, seconded by Director Latt, the Board voted 3-0 to approve the Minutes of the January 12, 2017 Regular Meeting as amended and the January 26, 2017 Special Meeting.

E. **PUBLIC COMMENT**

No public comment was received.

F. **CONSENT AGENDA**

On motion by Director Latt, seconded by Director Hecathorn, the Board voted 3-0 to approve the Consent Agenda.

G. **CORRESPONDENCE**

Circular Letter from CalPers re: Discount Rate Change

Mr. Friedenbach shared that CalPers lowered their long-term rate of return from 7.5 to 7.0 percent over the next three years. This means an increase in both the normal costs and accrued liabilities and will result in higher required employer contributions. Mr. Helliker stated given the increased costs and unfunded liability costs, many agencies are applying funds to pay off the unfunded liability at 7% as opposed to keeping the funds in savings at 1%. Mr. Helliker suggested the Board may want to consider this option going forward. President Woo requested the item be brought back for discussion at another meeting.

H. **CONTINUING BUSINESS**

Water Conservation Regulations

Mr. Helliker stated the District and multiple other water agencies throughout the State have recommended the State Water Board the emergency water conservation regulations expire. The average precipitation in California is at 150% and all but one reservoir is near flood control level. Despite this information, the State Water Board voted to continue the drought emergency conservation regulations. Additionally, they are recommending that three of the four current methods to measure conservation be eliminated, leaving only one option. This is the least used



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option by agencies and is the most labor and cost intensive.

Water Resource Planning

In regards to local sales, Mr. Helliker shared that the Humboldt Bay Harbor Commission approved the negotiation of an exclusive right for an agreement with Inyo Networks Inc. for a non-exclusive use of the ocean outfall pipe to land fiber optic communication cables. If the agreement goes through, they will need lots of water for cooling purposes.

There is not much to report on transport or instream flow. No significant activity has transpired in the past month. He noted there is a possibility of compensation for changing flows in the fall via grant funding. Director Latt inquired if the cost of studies required and the grant proposal would be worth the potential compensation. President Woo requested staff outline the steps and possible costs for a grant proposal for instream flow.

New Board Member recruitment

The District received three applications for the Division 5 Board vacancy. The Board agreed to schedule interviews for all three applicants as they were all qualified. The candidates will be interviewed at a Special Meeting on February 10th.

Capital Improvement Plan

At the January meeting, staff presented the project spreadsheet for the Capital Improvement Plan (CIP) 2017 update. The spreadsheets covered the fiscal years 16/17 to 25/26 time frame and the 26/27 to 35/36 time frame. The Board requested it be reviewed in more detail at the February meeting. The Board and staff reviewed the project worksheets for the next five-year window. Staff noted the Bartle Wells is still working on the financial section. The good news however, is that financing will not be needed for the next five years. The Board authorized ordering of the pump 1-1 to be paid for in the next fiscal year and installed in September or October of 2017. The Board acknowledged the immense amount of work that went into producing the CIP.

I. NEW BUSINESS

District Safety Program

Mr. Helliker provided an overview of the District's Safety Program. Achieving employee and public safety is a top priority for the District. The District provides personal protective equipment required to help ensure employee safety and is supportive of training to enhance this. As part of the District's Safety Program, a safety recognition program is in place. Eligible full time employees with at least six months of service, receive \$200. Of those eligible, one name is randomly drawn as the grand prize winner of \$500. This year's winner is Steve Marshall. Mr. Marshall accepted the award presented by President Woo and thanked the Board for supporting a great safety program. Mr. Davidsen stated Mr. Marshall has been with the District almost 27 years, is instrumental in the operations of the District and is doing a great job. He is proud to have a good safety culture and see Mr. Marshall win. The Board congratulated Mr. Marshall.

Discuss and possibly approve GM contract

President Woo summarized the terms of the GM contract, including the salary of \$125,000 per year, the termination clause, and benefits. On motion by Director Latt, seconded by Director Hecathorn, the Board voted 3-0 to approve the contract for the new General Manager.

Sick leave credited toward retirement



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828 7th Street, Eureka

SECTION E, PAGE NO. 3



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Mr. Davidsen provided a recap of his memo. Current policy states that an employee can convert some of their accrued sick time to PERS service credit if they have been with the District a minimum of ten years. He was approached by an employee who will be ten months shy of this requirement when he retires. The employee stated he is aware of the policy and inquired if it was possible to get any of his sick leave converted to PERS credit. Mr. Davidsen proposed the Board make an exception to the policy for this employee given his dedication and willingness to come in any time. He shared specific examples of this and requested the Board consider a one-time exception to the current policy and allow the employee to use a prorated portion of his sick leave toward PERS service credit even though the employee will be 10 months shy of the ten-year requirement. The Board discussed the request in depth. Director Latt stated he supports the request with the understanding that this is a one-time exception and is not setting any precedence. President Woo agreed and noted this does not set precedence and is not a change in policy. On motion by Director Latt, seconded by Director Hecathorn, the Board voted 3-0 to approve a one-time exception to the policy.

Private Memorial at Park 4

Mr. Friedenbach discussed the request for a memorial sign at Park 4. Caleb Gribi, a representative of Par Infinity, Inc. requested permission to install a permanent fixture, approximately 2' x 3.5' mounted on 4x4 posts naming a Humboldt Veterans Memorial Trail in memory of Wayne Moulton. The Board reviewed the information provided and discussed options. They inquired about the impact a sign would have on maintenance of the park. Mr. Davidsen stated staff will not maintain or be responsible for the sign. Mr. Friedenbach stated if the Board decides to approve the sign, staff recommends an amendment to the agreement with Par Infinity, Inc. with the condition that all costs, liabilities, maintenance etc. associated with the sign be the responsibility of Par Infinity. Director Rupp stated that Par Infinity has operated very responsibly since signing an agreement in 2004 and has been responsive to District concerns. The amendment should include that they maintain the sign in good condition. Director Latt stated he did not see any issues and noted they stated this would be the first and last memorial sign at the park. He agreed with Director Rupp's request that Par Infinity maintain visual upkeep of the sign. The Board requested staff to bring back an amendment to the agreement with Par Infinity, Inc. for possible approval next month.

Food Service Patio Boat at Ruth Lake

Mr. Helliker stated the District received a request from Rebecca Diffin and Angela Grant for permission to operate a food service boat at Ruth Lake. This is the first request of this nature and the District does not have a policy addressing the issue. Staff looked at current tangential policies and also contacted agencies that govern lakes in the Northern California area, including Lake Shasta, Lake Sonoma, Trinity Lake and Whiskeytown Lake regarding their policies. None of agencies contacted have food service boats. The supervisory ranger at Lake Sonoma expressed interest in the idea, however the Shasta-Trinity Division of the US Forest Service was adamant that they do not allow any food sources on the lakes in National Recreation Areas. Mr. Friedenbach stated the General Manager of Ruth Lake CSD also expressed concerns regarding congestion and trash impacts on the lake. Based on the information received, staff recommends not approving the request for the service boat.

The Board had several questions including the size of the boat, restrooms, trash, equipment used and how it is secured and how graywater would be disposed. Ms. Diffin and Grant answered some of the questions and Board discussed the benefits and potential problems. Director Hecathorn stated the concerns of the Ruth Lake CSD General Manager needs to be considered and President Woo noted the primary purpose of the lake is water supply, not recreation. Both were inclined to vote no. Mr.



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828 7th Street, Eureka



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Helliker suggested the decision be delayed until a CEQA checklist can be done by GHD and additional information provided. The Board concurred and requested Ms. Diffin and Grant provide further details such as size of the boat and the layout as well and have GHD provide CEQA checklist. The item will be further discussed and decision made at the March meeting.

HBMWD Procedures

At the January meeting, the Board discussed and defined levels of procurement authority pertaining to purchases, contracts and change orders. Job descriptions were also discussed and changes agreed to. Mr. Helliker is recommending other procedural changes to be considered to allow the Board to focus on policy deliberations and clearly delegate administrative processes to staff with Board oversight. He recommended the Board no longer approve plans and specs. Given that the Board approves a project during the development phase, and again when the contract is awarded, review of the plans and specs does not seem necessary. He also recommended the Board no longer approve Progress Payments since they have already approved the contract. This can be appropriately handled by the District engineer and financial staff. Director Rupp inquired if these practices are in a handbook or are they past practice. Mr. Friedenbach replied they are past practice. The Board concurred they no longer needed to approve plans and specs or progress payments.

Mr. Helliker also recommended the Directors not sign checks or review bills. Director Rupp stated some Directors might like to see the checks. It provides a better idea of what is going on with the District. Director Hecathorn agreed. Director Rupp suggested staff check with the auditors to determine if check signing was part of the internal control process.

Resolution 2017-5 Concurring in Nomination of Kathleen Tieg to ACWA/JPIA Executive Committee

Mr. Helliker stated he knows and has worked with Ms. Tieg at ACWA. Ms. Tieg is a good person and he recommended approval of the resolution. The Board voted 3-0 by roll call vote to approve Resolution 2017-5 Concurring in Nomination of Kathleen Tieg to ACWA/JPIA Executive Committee.

J. REPORTS (from Staff)

Engineering (11:00 a.m.)

Ranney Collector 1 Lateral Replacement Project (partially funded by Prop 84 NCIRWMP grant) Mr. Kaspari stated the third lateral on Collector 1A is finished and crews were able to project it out 145 feet. Work has started on the fourth lateral which is out about 110 feet so far, with a goal of 135 feet to get to the contract agreement amount. Staff requested the lateral go out 150 feet if possible. This will cost \$1,300 per additional linear foot for a total cost of \$19,500 if the lateral can be extended.

Mr. Kaspari received Change Order 9 and Progress Payment 7 from Layne Christensen Company. Change Order 9 in the amount of \$14,000 is for the cost of a digger head and a 10- foot blank section of pipe. He added that Layne is slightly behind schedule and hopefully will be done by the March meeting. Mr. Kaspari recommended approval of Change Order 9. On motion by Director Hecathorn, seconded by Director Latt, the Board voted 3-0 to approve Change Order 9.

Progress Payment 7 is for \$397,850 less retainage of \$19,892.50 for a payment of \$377,957.50. Mr. Kaspari recommended approval of Progress Payment 7. On motion by Director Hecathorn, seconded by Director Latt, the Board voted 3-0 to approve Progress Payment 7.



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Blue Lake-FG CSD Water Line Replacement over Mad River (funded by Prop 84 NCIRWMP grant and FEMA Hazard Mitigation Grant)

Mr. Kaspari stated there is still no news. He expects a response soon since the thirty-day response period for the State Historic Preservation Office is up. Construction will likely begin next year.

1MG Reservoir Roof Replacement & Painting

Mr. Kaspari reported that four bids were received for the 1 MG Reservoir Roof Replacement and Painting project. He shared the bid results and stated the low bidder is Paso Robles Tank at \$460,837.50. They are responsive and responsible. He recommended the Board award the contract to Paso Robles Tank. On motion by Director Hecathorn, seconded by Director Latt, the Board voted 3-0 to award the contract to Paso Robles Tank.

12kV and Surge Tower HMG/PDM

Mr. Kaspari stated that FEMA called regarding the 12kV project. They currently do not have anyone under contract to do a NEPA review and inquired if the District could do it. Staff responded it would take a couple of months to do this. FEMA staff then replied they would have someone under contract in a few months so they will just do it.

Mr. Friedenbach discussed the Surge Tower project. Since the project is federally funded, the District must go out for bid on engineering services. Staff sent out letters requesting interested firms submit Statement of Qualifications (SOQ's). Three responses were received. The firms interested Green Road Consulting, GHD and Oscar Larson and Associates. A review panel consisting of three staff and two outside agency reps will review the SOQ's using a ranking system. Once the team selects an engineer, the next step is to negotiate a price.

Miscellaneous Property Developments, Arcata

Mr. Kaspari stated he received a call from a realtor requesting information on where our pipeline/easements are on the old Simpson property in the Arcata Bottoms. He shared a map of the property he sent showing the where our pipelines are. Mr. Friedenbach discussed and shared the letter sent to property owners where District has an easement on their property. The letters were sent as a proactive measure to make owners aware of the easement prior to them investing time and money into a project. The District received five responses from the 182 letters sent out. One of the callers planned to develop their property and appreciated the letter reminding them of the easement.

Financial

Mr. Friedenbach provided the January Financial Report. Director Hecathorn reviewed the bills and stated all was in order. On motion by Director Hecathorn, seconded by Director Latt, the Board voted 3-0 to approve the January financial statement & vendor detail report in the amount of \$335,852.60.

Mr. Friedenbach also shared that seven applications have been received for the Business Manager position. Four of the applicants are out of the county. The job opening closes on Friday, February 10th.

Operations

Mr. Davidsen provided the January Operational Report. Ruth Headquarters received 26.19 inches of rain in January and we are already approaching that number in February. The winter storm has



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caused a number of operational challenges. He shared photos of rain damage at Ruth Headquarters, including a washed-out culvert and broken water lines. There is a surface slide on the west side and below the dam that was stopped by the K-rail. The K-rail prevented boulders and a large tree from coming through. Mr. Friedenbach noted the slide is on US Forest Service land and perhaps they will help with any cleanup or repair costs. Trimark Associates installed and tested the new CAISO approved meter at Ruth Hydro and all went well. The SB 198 Safety Committee met and selected new members for the calendar year. Safety meeting topics for January included WIIPP, AQMD Permit Requirements, Dam Safety Plan and General Emergency Response. Mr. Davidsen discussed enhancement options for the security system at the TRF and shared his preferred plan. The Board concurred with Mr. Davidsen’s suggestions for enhanced security at the TRF.

Mr. Davidsen discussed equipment to be declared surplus. The items include a 2006 Ford F-150 regular cab 4x4, 1970 8” Barnes Pump, Western Mule folding bumper crane and old chlorine spare parts. These items are obsolete to the District or are no longer needed. On motion by Director Hecathorn, seconded by Director Latt, the Board voted 4-0 to declare the items as surplus.

K. DIRECTOR REPORTS & DISCUSSION

1. ACWA – JPIA

Director Rupp attended a property program committee meeting and an executive committee meeting. JPIA Property insurance will no longer cover airplanes however, remote controlled planes will be covered. There is expanded property coverage for wells, covering areas up 1000ft outside of the wells. The good news is that costs will not be increasing this year. Director Rupp thanked the Directors for endorsing Kathleen Tiegs for the ACWA/JPIA Executive Committee.

2. ACWA

No report.

4. Organizations on which HBMWD Serves: RCEA, RREDC, NCRP

RCEA

President Woo stated the CCE is moving forward. RCEA has received some good applications for their HR position. Also, she is the new president for RCEA and they are meeting at a new location- the HBMWD Board room.

RREDC

Director Rupp stated there are several new faces on the RREDC Board. The guest speaker discussed the state of cannabis in Humboldt County.

ADJOURNMENT

The meeting adjourned at 4:09 pm.

Attest:

Sheri Woo, President

J. Bruce Rupp, Secretary/Treasurer



HUMBOLDT BAY MUNICIPAL WATER DISTRICT
828 7th Street, Eureka



Minutes for Special Meeting of Board of Directors

February 10, 2017

A. ROLL CALL

President Woo called the meeting to order at 2:02 pm. Director Rupp conducted the roll call. Directors Hecathorn, Latt, Rupp and Woo were present. General Manager Paul Helliker, Business Manager John Friedenbach and Board Secretary Sherrie Sobol were also present.

B. FLAG SALUTE

President Woo led the flag salute.

C. ACCEPT AGENDA

On motion by Director Hecathorn, seconded by Director Latt, the Board voted 4-0 to accept the agenda.

D. PUBLIC COMMENT

No public comment was received.

E. DIVISION 5 DIRECTOR VACANCY

The District received three applications for the Division 5 vacancy. All three candidates were qualified and staff scheduled interviews with all three. One of the three decided not to pursue the opportunity and withdrew their application. The Board conducted interviews with the remaining two candidates Michelle Fuller and Matt Smith-Caggiano. Both candidates interviewed well. The Directors discussed the strengths and attributes of each candidate. They agreed that either candidate would be good, however, one was able to articulate the District's mission better and has previous interest and experience working with the Board. On motion by Director Rupp, seconded by Director Latt, the Board voted 4-0 to appoint Michelle Fuller as the new Director of Division 5.

F. ACWA/JPIA

The Board discussed attendance at the ACWA/JPIA Spring Conference. On motion by Director Rupp, seconded by Director Hecathorn, the Board voted 4-0 to authorize attendance at the conference for the Board and General Manager.

ADJOURNMENT

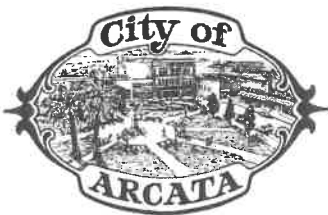
The meeting adjourned at 4:04 pm.

Attest:

Sheri Woo, President

J. Bruce Rupp, Secretary/Treasurer

Consent



736 F Street
Arcata CA 95521

City Manager
707-822-5953

Environmental Services
707-822-8184

Police
707-822-2428

Recreation
707-822-7091

Community Development
707-822-5955

Finance
707-822-5951

Public Works
707-822-5957

Transportation
707-822-3775

SECTION G1, PAGE NO. 1

H.B.M.W.D. FEB 15 2017

Sherrie Sobol
Humboldt Bay Municipal Water District
P O Box 95
Eureka CA 95502-0095

February 13, 2017

Dear Sherrie,

Thank you for providing courtesy letters to City of Arcata property owners that are near your pipelines.

We appreciate the preemptive noticing, which should help avoid problems in the future.

Sincerely,

David Loya
by Susan Dehl McCarty

David Loya
Director, Community Development Department

From: Friends of the Dunes <steven@friendsofthedunes.ccsend.com> on behalf of Friends of the Dunes <info@friendsofthedunes.org>
Sent: Friday, February 17, 2017 2:23 PM
To: Sherrie Sobol
Subject: Dunes Climate Ready Quarterly Update (Nov. 2016 - Jan. 2017)



Dunes Climate Ready Grant Update

November 2016 - January 2017

Sixth Quarterly Update

The Dunes Climate Ready Grant (Coastal Vulnerability and Adaptation Study) is funded in part by the State Coastal Conservancy's Climate Ready Program. It is designed to further our understanding of how climate change will impact Humboldt's coastal dunes and test the effectiveness of different adaptation strategies. We expect our coastal dunes to be affected by sea level rise as they are forced to adapt and move east, away from the encroaching ocean. As part of the education and outreach component of the grant, quarterly email updates are sent to email subscribers keeping them up to date on the progress of the grant. To learn more about the project, previous updates can be found [here](#).

2016 Summer Field Survey

Most of the summer survey was completed by early October 2016. Data cleaning of the summer 2016 surveys is complete, results are being graphed, and inconsistencies in the data are being identified. The winter 2017 survey will resolve any remaining inconsistencies.



John Herrera uses a Trimble R10 Real Time Kinematic GPS units at Lanphere.

2017 Winter Field Survey

The winter survey began in early January and is proceeding faster than in the past thanks to three crew leaders, new compatible equipment, and high volunteer and partner participation. After several years of mild winter storms on the coast, the last two winters have had large winter storm surges and wave energy causing scarping and erosion of the foredune along much of the 32 mile Eureka littoral cell. It will be interesting to continue monitoring as the foredune recovers from these scarp events.



Ryan Arsenault plants seeds in the dune mat *Elymus* treatment.

Lanphere Adaptation Site

Native planting at the Lanphere adaptation site was completed in early February 2017. The site will compare the effects of planting three different assemblages of dune vegetation on sediment transport and deposition. First, *Ammophila arenaria* (European beachgrass) removal was completed at all sites. All three sites were then planted with an equal density of the native plants. The composition of dune plantings was different for each site, 1) *Elymus mollis* (native dune grass) only, 2) *Elymus* and dune mat species, and 3) just dune mat species.

An aerial kite was flown over the adaptation site and will be used to construct a digital elevation model of the foredune. These flights will be repeated approximately monthly until the next scheduled ground survey in May. The adaptation experiment will examine how vegetation type influences sediment movement. In particular, it will be of interest to find out which vegetation assemblages will best allow sand movement over the crest of the foredune, allowing for possible foredune translation (a desired outcome in response to sea level rise).

Eel River Adaptation site

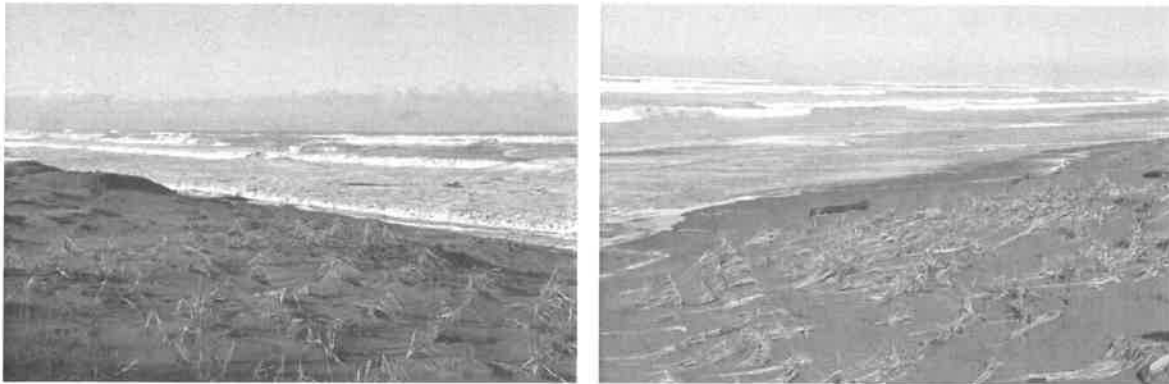
The Eel River adaptation site was highly eroded in a January 2017 storm event, and only a small portion of the transplanted *Elymus* remain. The site was overwashed, removing a significant amount of sand, and all of the driftwood that had been placed there. This site will be reevaluated for alternative adaptation strategies. The Eel River south spit has high rates of subsidence, steeper beaches with higher wave energy, and apparent sediment deficits compared with the north spit. More aggressive adaptation methods may be needed at this site. Recommendations will emerge from the study based on survey results. In addition, alternative methods may be tested on the Eel River Estuary Preserve site as part of the proposed restoration there.



The Eel River adaptation site after recent overwashing. Note the newly eroded low areas in the left middleground behind the remnants of plantings. Photo Alex Blessing.

New Bureau of Land Management Propagation Site

As reported in the last quarterly update, the propagation site was moved to a location just north of the Friends of the Dunes/Bureau of Land Management boundary due to excessive rabbit grazing and insufficient sediment supply at the Friends of the Dunes site. *Elymus* planting at the new site is underway. High tides have recently washed up and over the incipient foredune, flattening newly transplanted *Elymus*. Unless further erosion occurs these plants are expected to survive due to their high salinity tolerance.



Elymus
plantings at the BLM propagation site before (left) and after (right) scarping and overwash.

Shoreline Trend Analysis

Digital Shoreline Analysis Software is being used to calculate rates of shoreline loss and gain since 1939, the date of the earliest air photos. Additional mapping of geomorphic features such as blowouts and washovers will be used to describe events not captured by the shoreline analysis. This information, together with survey data, will be used to develop a preliminary analysis of sea level rise vulnerability.

Outreach

A public presentation was held on February 15, 2017 at the Humboldt Coastal Nature Center. Andrea Pickart, Coastal Ecologist for the US Fish & Wildlife Service, presented an update on the Dunes Climate Ready Study. A summary of written comments, and questions and answers from the presentation will be sent to this list in March.

Dunes Climate Ready Walk at the Eel River Wildlife Area

Friday, April 14, 9 a.m. - 11 a.m.

Learn about the Dunes Climate Ready Study and the impacts of winter conditions on the Eel River Wildlife Area with Michael van Hattem, Environmental Scientist at the California Department of Fish and Wildlife. R.S.V.P. required by contacting Friends of the Dunes at 707-444-1397, or replying to this email with your phone number.



Native yellow sand verbena.

For additional background information visit the following websites:

- * [Humboldt Bay National Wildlife Refuge](#)
- * [State Coastal Conservancy](#)
- * [Friends of the Dunes](#)

Friends of the Dunes, PO Box 186, Arcata, CA 95518

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HUMBOLDT BAY MUNICIPAL WATER DISTRICT

828 Seventh Street, PO Box 95 • Eureka, California 95502
OFFICE 707-443-5018
FAX 707-443-5731
EMAIL: OFFICE@HBMWD.COM

February 8, 2017

For Immediate Release:



The Humboldt Bay Municipal Water District Board of Directors is pleased to announce that John Friedenbach has been offered the position of General Manager.

The Directors chose to look internally in the organization for a replacement of current general manager, Paul Helliker, who is relocating out of the area.

John Friedenbach is currently the District 's Business Manager. He has held this position for the last 4 years.

Prior to coming to the District, Mr. Friedenbach was the controller at Renner Petroleum for 17 years, and General Manager and Regional Controller at City Garbage of Eureka for 5 years. Prior to that he worked in public accounting.

Mr. Friedenbach graduated from University of California Berkeley, where he received Bachelors of Science degree in Business Administration with emphasis in accounting and finance. He is a 31 year member of the Kiwanis Club of Henderson Center. He is currently the club secretary. He is a two time past president, prior treasurer, and director. He is a three time recipient of the club's Kiwanian of the Year award and has received the Distinguished Service Award. Last year he received the William A Dunlap Fellowship. He is also the California-Nevada-Hawaii Kiwanis District Foundation Ambassador for Humboldt and Del Norte counties.

John is active in the local and regional Boy Scouts of America. He is currently the finance committee chair for the Pacific Rivers District. He is a past District Chairman, Council President and Vice President. He received Vigil Honor in the Order of the Arrow and has

received the District Award of Merit and the Silver Beaver Award. He has completed Woodbadge Leadership training as well as staffed that training.

"I am very pleased that the District's Board has offered me the opportunity to follow in the long line of qualified General Managers," said Friedenbach. "Being a third generation native of Humboldt County, I have great appreciation for our natural resources here on the North Coast and I am looking forward to serving our Board and customers."

"The HBMWD Board is very pleased Mr. Friedenbach will be moving into the role as General Manager on our team, said President Sheri Woo. "He comes with a depth of experience." Vice President Neal Latt added, "HBMWD has a strong culture of teamwork, collaboration, and leveraging relationships to advance the District's and north coast interests. The Board is confident Mr. Friedenbach will be able to lead our organization and continue to advance our community interests." Mr. Friedenbach's contract was approved at today's Board meeting. He will become General Manager on March 3rd at the end of Mr. Helliker's employment.

NEW MANAGER PICKED FOR WATER DISTRICT The Humboldt Bay Municipal Water District Board of Directors announced last week that John Friedenbach has been offered the position of general manager. The directors chose to look internally in the organization for a replacement of current general manager, Paul Helliker, who is relocating out of the area. Friedenbach is currently the district's Business Manager, a position he has held for the last four years. Prior to coming to the district, Friedenbach was the controller at Renner Petroleum for 17 years, and general manager and regional controller at City Garbage of Eureka for five years. Friedenbach graduated from University of California Berkeley, where he received a degree in Business Administration with emphasis in accounting and finance.



Mad River Union 2/15/2017

NEWS / (CATEGORY/GREEN-INDUSTRY-NEWS)

California water official: Conservation is 'from now on'

 Jill Odom (/author/jodom) | February 9, 2017

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(<http://blogsdir.cms.rrcdn.com/5/files/2017/02/california-flooding-bob-dass.jpg>)

Despite recent floods in Northern California, the state had decided to continue its emergency regulations.

Photo: Bob Dass/[Flickr](https://www.flickr.com/photos/54144402@N03/31447910283/in/photolist-PUWL6H-8GXEX5-nRK6AN-pZuiq7-q6NSnC-ej53ZN-79G89L-nzR5-dnMsRw-yJ2z-6BeW51-oXTNkK-bQeTmZ-4o6mAc-e7aQM-qJCNb5-7AkHVR-e5RnkX-7b4bAw-qsqnA4-7b4dKL-k7hGf-fZyKR-7b4cbE-6z3uBH-7b4cuQ-fZyMC-7PzCbn-fZyX-6k4KBD-oV9nEw-7b4cHS-pnXmPT-e7aQK-dQ6Bn1-7dnJF-fZyGq-8QBHsw-fZyFe-919TZK-8QyBy8-7b4bWh-7b4aEm-7aZn1V-fZyoD-7b4d4m-fZymV-fZyqg-fTHP1-oW7p6e) (<https://www.flickr.com/photos/54144402@N03/31447910283/in/photolist-PUWL6H-8GXEX5-nRK6AN-pZuiq7-q6NSnC-ej53ZN-79G89L-nzR5-dnMsRw-yJ2z-6BeW51-oXTNkK-bQeTmZ-4o6mAc-e7aQM-qJCNb5-7AkHVR-e5RnkX-7b4bAw-qsqnA4-7b4dKL-k7hGf-fZyKR-7b4cbE-6z3uBH-7b4cuQ-fZyMC-7PzCbn-fZyX-6k4KBD-oV9nEw-7b4cHS-pnXmPT-e7aQK-dQ6Bn1-7dnJF-fZyGq-8QBHsw-fZyFe-919TZK-8QyBy8-7b4bWh-7b4aEm-7aZn1V-fZyoD-7b4d4m-fZymV-fZyqg-fTHP1-oW7p6e>)

Yesterday the State Water Resources Control Board met and decided to extend California's **emergency drought**

(<http://www.totallandscapecare.com/green-industry-news/california-drought-water-conservation-wasters/>) regulations, despite recent record-breaking rainfall.

The wet season began in October and since then much of Northern California has been able to pull out of the drought completely. Three major storms have hit Northern California this year alone, leaving riverbanks flooded and the Sierra Nevada snowpack at 184 percent of average.

While Southern California also has received plentiful rainfall, **groundwater** (<http://www.totallandscapecare.com/green-industry-news/irrigation-association-drought-summit/>) shortages remain in certain areas, including Central Valley.

"Many parts of the state are still in pain, but a lot fewer," Felicia Marcus, the state board's chairwoman, told [The L.A. Times](http://www.latimes.com/local/lanow/la-me-ln-drought-emergency-regulations-20170208-story.html) (<http://www.latimes.com/local/lanow/la-me-ln-drought-emergency-regulations-20170208-story.html>).

The board has decided to revisit the regulations in May, saying it's too early to lift rules that limit water usage and require water agencies to report on their reserves, and supply and demand.

"We're certainly well-situated compared to previous years, but we've learned things can change suddenly," Marcus said. "Warm rain or higher temperatures can quickly degrade snowpack."

Currently, local water districts are allowed to set their own saving targets based on their water supply. That means drought-free areas will have fewer restrictions, while dry areas will remain under conservation requirements.

There has been some dissent toward the cautious nature of the water board, mainly from the rainiest areas of the state.

Paul Helliker, general manager for the Humboldt Bay Municipal Water District, argues that his agency has enough water to last for five more years of drought and the monthly reporting is not needed. Others feel **water conservation** (<http://www.totallandscapecare.com/green-industry-news/toro-foundation-water-conservation/>) should be handled on a local level.

Board member Steven Moore points out that because of the state regulations, there has been greater compliance among water agencies in reporting annual water use and among customers in abiding by conservation rules.

"Water conservation is the way of California from now on," Moore said.

According to the U.S. Drought Monitor (<http://droughtmonitor.unl.edu/Home/StateDroughtMonitor.aspx?CA>), 41.46 percent of California is drought-free and only 0.73 percent is under "extreme drought," the second most intense level of drought.

The rules have been extended for 270 days, but if Gov. Jerry Brown decides to lift his emergency declaration, the restrictions will no longer apply.

CALIFORNIA DROUGHT ([HTTP://WWW.TOTALLANDSCAPECARE.COM/TAG/CALIFORNIA-DROUGHT/](http://www.totallandscapecare.com/tag/california-drought/))

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Los Angeles Times 2/8/2017

Despite epic rain and snow, California keeps emergency drought restrictions in place

The State Water Resources Control Board on Wednesday held firm in the face of opposition and extended the state's emergency drought regulations

By **Joseph Serna and Bettina Boxall**

FEBRUARY 8, 2017, 7:05 PM

California's snowpack is at 184% of average for this time of year. Cities from San Francisco to Los Angeles have recorded their highest rain levels in years. Rockslides and flooding hit Northern California.

And the spillway of the state's massive dam at Lake Oroville, once a symbol of the state's brutal drought when it sat near empty, is actually eroding due to so much runoff from fall and winter rains.

Despite all this, the State Water Resources Control Board on Wednesday held firm in the face of opposition and extended the state's emergency drought regulations, pledging to revisit them in May, when the state's traditional rainy season has ended.

"We're certainly well-situated compared to previous years, but we've learned things can change suddenly. Warm rain or higher temperatures can quickly degrade snowpack," said board Chairwoman Felicia Marcus.

As it did last May, the board found on Wednesday that it was still too early to lift emergency rules that limit urban water use and mandate that municipal water agencies provide monthly reports on their water reserves, supply and demand.

SECTION 63, PAGE NO. 7

“Many parts of the state are still in pain, but a lot fewer,” Marcus said.

The board decided last spring that local water districts were allowed to set their own savings targets based on water supply and demand forecasts tailored to their areas. That means that places that received a lot of rain — and communities that purchase or are entitled to water from sources there — see fewer restrictions, while dry areas without water from those replenished supplies are still under conservation requirements.

Much of Northern California is out of drought thanks to one of the wettest seasons on record. Southern California has also seen record rainfall, but parts of the Central Coast and Central Valley remain in drought.

Groundwater shortages remain in many areas, including the southern Central Valley.

Board members said it was most prudent to wait until the rainy season ends and assess the conditions statewide before making changes in regulations.

“Water conservation is a way of California from now on,” said board member Steven Moore.

But that doesn't sit well with everyone.

Paul Helliker, general manager for the Humboldt Bay Municipal Water District, among the rainiest areas of the state, said that his agency has enough water stored to last another five years of drought and that monthly reporting is unnecessary. Other critics argued that water conservation can be handled on the local level.

State officials believe their process results in better conservation.

Since the emergency regulations were put in place, the state water board has seen greater compliance with agencies reporting their annual water use and customers adhering to conservation rules, Moore countered. Though the drought regulations may be nearing the end of their shelf life, the culture that made them such a success has to remain, he said.

The Metropolitan Water District of Southern California, which sought an end to the regulations, agreed with Moore's statement.

“While the emergency has ended, the need to conserve has not,” district General Manager Jeffrey Kightlinger said in a statement. “Southern Californians have learned a lot about water conservation during the latest drought. We cannot afford to forget those lessons.”

Back in Oroville, state engineers spent Wednesday trying to figure out how much water they could send down the dam's damaged spillway.

The state planned to make test releases, knowing the flows likely will enlarge the 30-foot-deep hole in the concrete spillway of California's second-largest reservoir.

SECTION G3, PAGE NO. 8

Workers discovered the erosion a day earlier and stopped the high releases the state was making from the reservoir to maintain required space for runoff from an upcoming weekend storm.

To partially counter the spillway shutdown, they increased releases through Oroville's power plant on Wednesday. But there is a limit to that tactic.

That leaves the state with a difficult choice: keep sending water down the spillway, which will worsen the damage, or let the reservoir fill, which would send flows gushing down a separate emergency spillway that is not paved or gated.

Department of Water Resources officials want to avoid doing that if possible, but as a precaution, workers are clearing trees and debris from downstream areas. Engineers also are looking for ways to bolster the spillway.

"The dam is sound, and no imminent threat to the public exists," the department emphasized in a news release.

Oroville is the key reservoir in the State Water Project, which sends Northern California supplies to the urban Southland.

The recent parade of storms that have pounded Northern California filled reservoirs to above-average levels for this time of year, forcing managers to ramp up releases to make room for more inflow.

After the state halted spillway releases Tuesday, so much runoff continued to flow into the reservoir that Oroville went from 80% full to 84% overnight.

"At this point, they have to be prepared to use the broken spillway," said Ron Stork, who has studied Oroville operations as a policy staffer for Friends of the River, an environmental group. "If they don't, the reservoir is going to rise, and there is no place to put a big inflow."

Typically, reservoir releases are made through Oroville's power plant, and the spillway is used only for high releases. The last time managers opened the spillway valves was in 2011.

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Twitter: @JosephSerna and @boxall

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[SoCal Gas to pay \\$8.5 million to settle lawsuit over Aliso Canyon leak](#)

Times Standard

Windy, wet
H: 63 L: 55
PAGE A8

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MARIJUANA

County leads in water compliance

Regulations alleviate environmental concerns caused by cannabis farms

By Will Houston
whouston@times-standard.com
@Will_S_Houston on Twitter

Last month, hundreds of Emerald Triangle cannabis farmers received letters from the state threatening penalties unless they complied with California water quality regulations. Thousands of growers in North-

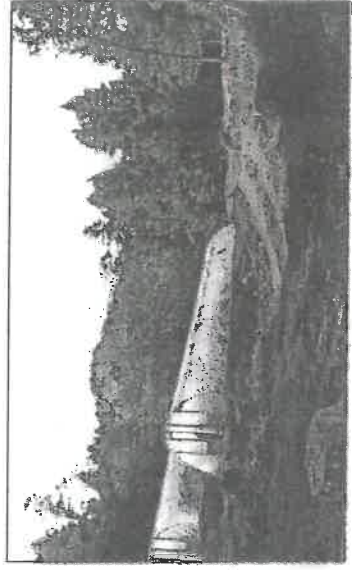
ern California have complied with these regulations, to be extended statewide by 2018. But State Water Resources Control Board Office of Enforcement Director Cris Carrigan said that officials at the agency still have their work cut out for them.

"There has never been anything like this, dude," Carrigan said with a laugh. "It's a \$10 bil-

lion industry in California that has been unregulated until now. So no, there has never been anything like this before."

Carrigan said the state and regional water boards have come a long way in the past three to four years in terms of cannabis regulation, thanks largely to cannabis cultivators' willingness to work

WATER » PAGE 5



Environmental damage at an illegal marijuana grow in the Burr Valley area is shown in this 2014 sheriff's office photo.

HUMBOLDT COUNTY SHERIFF'S OFFICE — CONTRIBUTED

Water

FROM PAGE 1

toward compliance.

"They want to do it, but the question is can they overcome the hurdles after operating in secret for so long?" he asked.

Cost of compliance

The hurdles are plenty, mandatory — and expensive.

Emerald Heritage Farms founder and principal consultant Dani Burkhart in Humboldt County works with cultivators seeking to comply with various state regulations.

"It's a lot of up-front costs for something you can't amortize over time because you don't know exactly how everything will play out over time," she said. "It's a huge investment. But it's also something that is worthwhile for the environment. Ideally, these measures we're taking are protecting the environment in a more enhanced fashion than what was previously going on."

Burkhart said many farmers seeking to comply with the North Coast Regional Water Quality Control Board's Cannabis Cultivation Waste Discharge Regulatory Program will have to spend thousands of dollars to begin the permitting process. The program, adopted in August 2015, requires medical marijuana growers to comply with state and federal water quality laws pertaining to drainage, road construction, fertilizer storage, water sediment and temperature control, and water diversions. The program targets illegal water diver-

ENFORCEMENT LETTERS

The number of letters sent to cannabis farmers that have not complied with the North Coast Regional Water Quality Control Board's water quality regulatory program:

- 203 letters sent to landowners in the Chamise Creek and lower east branch South Fork Eel River watersheds on June 21, 2016.

- 166 letters sent to landowners in the Mad River watershed on Aug. 25, 2016.

- 785 letters sent to landowners in the Rattlesnake Creek watershed in Trinity County.

Source: Kason Grady, North Coast Regional Water Quality Control Board

sions, road grading, pesticide use and other environmentally harmful practices of the black market cannabis industry.

For many growers who either ignored or were ignorant of these standards, the cost of bringing their properties into good standing can start at a half a million dollars.

"I had a client spend \$250,000 on a road to have it come into compliance," Burkhart said.

The North Coast program works by placing marijuana grows into tiers dependent on the size and qualities of the site.

Those at the lowest tier need only comply with standard conditions to be in the water board's good graces. Those at the highest tier must develop and submit a cleanup and restoration plan for their sites within a 45-day period, among several other conditions. The permit fil-

ENROLLMENT BY COUNTY

County-by-county breakdown of the 1,497 enrollment applications submitted to the North Coast Regional Water Board's water quality program for cannabis farmers as of Feb. 1:

- **Del Norte:** 1

- **Humboldt:** 973

- **Mendocino:** 167

- **Siskiyou:** 2

- **Sonoma:** 26

- **Trinity:** 328

Source: North Coast Regional Water Quality Control Board

ing cost can range up to \$10,000 depending on the farmer's tier, and this fee has to be paid annually in order to renew the permit.

"And then if you're not in the tier where you can self-report, then you have to pay a professional to do your water resource protection plan and reporting, which can be another \$2,500 to \$5,000 per year," Burkhart said. "So you're looking at \$5,000 to \$7,500 just to do the bare minimum of filing paperwork."

Enforcement

Since the North Coast program took effect, Humboldt County cannabis farmers have led the rest of the Emerald Triangle and the North Coast counties in enrollment. But thousands more still have yet to take part in the mandatory program.

On Jan. 27, the North Coast water board mailed 785 enforcement letters to potential cannabis farmers in the Rattlesnake Creek watershed in Trinity County. Another 400 letters were sent to cannabis farmers in Humboldt and Mendocino counties

last year.

"There are 35 days for people to respond to the letter, which could include a few different options," the board's Senior Water Resource Control Engineer Kason Grady said on Feb. 1. "There are some required actions that they either demonstrate that the order doesn't apply to them or they provide proof that they have enrolled or they go ahead and enroll."

As of last week, nearly 1,500 farmers in the North Coast water board's six-county coverage area have signed up for the program, Grady said.

The State Water Board is currently working to extend this program statewide, Carrigan said, with a draft permit set to be released within the next two months. From there, a lengthy public vetting process will take place. Carrigan said that the state's plan will likely have some similarities to the North Coast and Central Valley water board's cannabis regulations.

But enforcing these rules for thousands upon thousands of farmers will require an ample amount of state funding and coordination with local governments. Carrigan said they have sent funding estimates to Gov. Jerry Brown, but said those are confidential until Brown decides what to do.

"To me the biggest challenge is daylighting this activity as a regular business and in that way, we'll be able to protect water quality and rights better than we have in the past," Carrigan said.

Will Houston can be reached at 707-441-0504.

*Mad River
Union 2/22/2017*

❖ ARCATA FIRE

Preparing for dam failures, massive floods

Jack Durham

MAD RIVER UNION

NORTHERN HUMBOLDT – There are several nightmarish scenarios – including the failure of a dam holding back Ruth Lake – that would result in a wall of water washing over homes and businesses in several communities, including Blue Lake and Arcata.



**Justin
McDonald**

In preparation for such disasters, the Arcata Fire District is working with several local agencies to create what it is calling the “North Humboldt Bay Flood Response Tactical Plan.”

The document would detail how the Arcata Fire District, Blue Lake Volunteer Fire Department, Fieldbrook Volunteer Fire Department, Arcata Police, Humboldt State University Police and other local agencies would respond in the event of a massive flood from a dam failure, tsunami or massive rainstorm like the one that caused the Flood of 1964.

The plan, being prepared by Greenway Partners of Arcata, would outline how agencies would go about evacuating neighbor-

FLOOD ❖ A4

Mad River Union Staff 2017 (continued)

Flooding | Valley West, hospital could flood after dam break

❖ FROM A1

hoods and how and where people and equipment would be deployed. Greenway helped the fire district obtain a \$97,000 grant from the California State Water Resources Control Board a year ago.

Greenway Project Manager Kirk Cohune said his company will work with the fire district and various stakeholders to develop the plan over the next 12 months and will develop training materials and hold tabletop exercises.

The idea is to have a well-thought-out game plan in place in the event of such a catastrophe.

If Ruth Lake's dam fails

Arcata Fire Chief Justin McDonald discussed the emergency plan last week, just days after about 200,000 residents living downstream from the Oroville Dam in Butte County were evacuated due to concerns that the dam's spillway would fail. As of early this week, the spillway was holding up and residents were allowed back home, but the incident raises the question: Could Humboldt be threatened by dam failures? The answer: Yes.

There are six dams located upstream from Humboldt County waterways. All of them are outside Humboldt County, but if they failed they would send a wall of water downstream, flooding and, in some cases destroying local towns.

One of biggest concerns for the Arcata Fire District is the R.W. Matthews Dam, an earthen structure in Trinity County that holds back Ruth Lake.

Humboldt Bay Municipal Water District, which owns the dam, called a cata-

lysmic failure "highly unlikely" in its Emergency Response Plan. But failure is not impossible.

"Nothing is infallible," said Cohune, who is carefully studying the various disaster scenarios.

There are several different scenarios that could potentially cause the dam to fail. There could be a giant earthquake, a terrorist attack or there could be a massive storm that overwhelms the spillway and causes the lake to top the dam and erode structure. It is worth noting that the dam, built in 1962, survived the Flood of 1964.

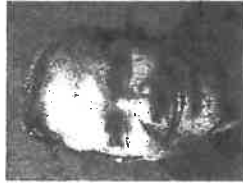
Wall of water

The Humboldt Bay Municipal Water District created "enhanced inundation maps" that show where Ruth Lake water would go and how high it would be if the dam failed. The district uses two different scenarios - "a sunny day" scenario with low water flows in the Mad River and a worst-case scenario, with flood levels similar to the great Flood of 1964.

Under the worst case scenario, a wall of water would sweep through the Mad River watershed, wiping out small towns, taking out bridges and destroying roads.

The destructive deluge would hit the Maple Creek area about four hours after the dam failure. About an hour and a half later, a wall of water would wash over Korbel.

About five and a half hours after the dam break, the water would reach Blue Lake, where the water would be about six feet tall at Blue Lake City Hall.



Kirk Cohune

The Valley West area of Arcata would start seeing water about seven hours after the dam break, with the peak flow about 11 hours after the dam break. The area would be covered in about two to four feet of fast-moving water, carrying debris, snags and logs that would act like battering rams, destroying property as the water slowly drained away into the bay and out into the ocean. Water levels would drop significantly as flows cross the Arcata Bottom and the South G Street area.

McKinleyville, which sits atop a bluff, would be spared, except for low lying bottom land.

Other dam threats

Humboldt County's Dam Failure Contingency Plan, approved by the Board of Supervisors last summer, lists five other dams that would pose a threat to local communities if they failed.

The Lewiston and Trinity dams, located near Weaverville in Trinity County, would flood downstream communities along the Trinity River, which empties into the Klamath River. Humboldt County communities that could be flooded are Sandy Bar, Chino Flat, Willow Creek, Sugar Bowl, Hoopa Valley, Weitchpec, Martin's Ferry, Cappell Flat, Pecwan, Johnsons and Blue Creek.

Scott Dam in Lake County holds back the Eel River. If the dam were to fail, Lake Pillsbury would flow down the Eel River watershed, wiping out communities along the way. Humboldt County communities include Alderpoint, Fort Seward, Eel Rock, McCann, Camp Grant, South Fork, Weott,

Burlington, Myers Flat, Miranda Holmes, Shively, Pepperwood, Elford, Scotia, Rio Dell, Metropolitan, Fernbridge, Lofeta bottoms, and Ferndale bottoms.

The Copco and Iron Gate Dam you County hold back the Klamath. Should these dams fail, Humboldt communities that would be affected include Orleans, Bluff Creek, Weitchpec Ferry, Cappell Flat, Pecwan, John Blue Creek.

The Dam Failure Contingency Plan does not include inundation maps where the communities would be and at what depth. The Humboldt Office of Emergency Services plans to collect additional data to the document.

Disaster response

Fire Chief McDonald emphasized the emergency response plan that is prepared for the fire district is for major flooding, not just the flooding of dam failures. The flooding of a tsunami, or just a big storm, "It doesn't really matter where it is coming from," McDonald said.

The document will be detailing giving firefighters a clear plan to do in the event of a major fire will include details such as a script through loudspeakers on fire trucks residents to evacuate.

In the event of a dam failure, West area and neighborhoods River Community Hospital would be evacuated. The hospital, said, has its own evacuation plan.

"The big thing is that when evacuation, you've got to go," said.

John Friedenbach

From: CDFW Invasive Species Program <invasives@wildlife.ca.gov>
Sent: Sunday, February 26, 2017 9:24 PM
To: John Friedenbach
Subject: News Release: Invasive Mussel Veligers Detected in the Santa Ana Pipeline; State Conducting Further Testing



CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE

A message about invasive species issues in California...

The following information is being forwarded on behalf of the California Department of Water Resources:

February 24, 2017

Contact: Ted Thomas - (916) 653-9712 Information Officer

Invasive Mussel Veligers Detected in the Santa Ana Pipeline; State Conducting Further Testing

SACRAMENTO - Mussel veligers (microscopic, free-floating larval life stage) this month were detected in water samples collected at the North Park valve of the Santa Ana Pipeline, which transports water from Silverwood Lake, San Bernardino County, to Lake Perris, Riverside County. Further testing is under way by the California Department of Fish and Wildlife (CDFW) to confirm the findings and determine if the veligers are quagga mussels or zebra mussels.

Quagga and zebra mussels are small, non-native freshwater mollusks that attach onto hard substrates and can cause damage to water delivery systems. The Department of Water Resources (DWR) routinely monitors for these mussels and has taken measures to prevent them from infesting the State Water Project (SWP) since the quagga mussel was first discovered in California in 2007.

Extensive sampling has occurred upstream and downstream of the North Park valve and no mussels have been detected. Currently, there is no evidence of mussels in Silverwood Lake or Lake Perris. Both lakes have been routinely monitored for mussels by DWR since 2008.

DWR has notified California State Parks, the United State Forest Service, and SWP water contractors affected by this potential detection. A multi-agency response team is collecting additional samples to verify these preliminary results. These efforts are being coordinated with CDFW, the State's lead agency in invasive mussel management.

http://www.water.ca.gov/news/newsreleases/2017/022417_mussel_inspection.pdf

This listserv is for distribution of information regarding invasive species issues in California.

For questions, suggestions, or to learn more about invasive species, please contact:

California Department of Fish and Wildlife | [Invasive Species Program](#)

1416 Ninth Street, 12th Floor

Sacramento, CA 95814

Information Line: (866) 440-9530 | Invasive@wildlife.ca.gov

CDFW Invasive Species Program, 1416 9th Street, 12th Floor, Sacramento, CA 95814

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EDMUND G. BROWN JR.
GOVERNOR



MATTHEW RODRIGUEZ
SECRETARY FOR ENVIRONMENTAL PROTECTION

State Water Resources Control Board
Division of Drinking Water

January 17, 2017

Paul Helliker
General Manager
Humboldt Bay MWD, System No. 1210013
P O Box 95
Eureka, CA 95502

H.B.M.W.D. JAN 23 2017

Dear : Paul Helliker

**ISSUANCE OF PERMIT AMENDMENT 2017PA_SCHOOLS
REQUIREMENTS FOR LEAD SAMPLING AT K-12 SCHOOLS**

The State Water Resource Control Board, Division of Drinking Water (Division) has issued a permit amendment to the Humboldt Bay MWD water supply permit. The enclosed permit amendment establishes requirements for lead monitoring and lead sample result interpretation at Kindergarten to 12th grade (K-12) schools served by your water system that have submitted a written request for lead sampling related assistance. Full details of the new requirements for K-12 school lead sampling and lead sample result interpretation are included in the enclosed permit amendment.

If your water system does not serve potable water to at least one K-12 school, this permit amendment does not apply to your water system.

The Water System to whom a permit amendment is issued may file a petition with the State Water Resources Control Board (State Water Board) for reconsideration of the decision to issue the permit amendment. Petitions must be received by the State Water Board within 30 calendar days of the issuance of the permit amendment. The date of issuance is the earlier of the date when the permit amendment is mailed or served. If the 30th day falls on a Saturday, Sunday or state holiday, the petition is due the following business day. Petitions must be received by 5 p.m. Information regarding filing petitions may be found at:

http://www.waterboards.ca.gov/drinking_water/programs/petitions/index.shtml

Please visit the Division's school lead sampling webpage at:
http://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/leadsamplinginschools.shtml for additional information including frequently asked questions and other important guidance.

If you have any questions, please contact the Lead Sampling for Schools Specialist at (916) 449-5577 or email your question to DDW-PLU@waterboards.ca.gov

Sincerely,

Barry Sutter, PE
Klamath District Engineer
DRINKING WATER
FIELD OPERATIONS BRANCH

Enclosure: 2017PA_Schools

cc: Local County Environmental Health Department (email)
 ECM – Permitting and Technical Review – Permits, Amendments, Decisions – Permit Amendments

FELICIA MARCUS, CHAIR | THOMAS HOWARD, EXECUTIVE DIRECTOR



Continuing Business

Summary of Snow Surveys

Region	No. Basins	No. Courses	Avg WC	% Average April 1	% Average March 1
North Coast	1	1	35.0"	106%	117%
Sacramento	5	27	34.6"	141%	160%
San Joaquin Valley	5	40	53.0"	177%	204%
Tulare Lake	4	22	50.0"	197%	221%
North Lahontan	1	2	42.0"	193%	220%
South Lahontan	1	8	44.4"	218%	257%
Statewide Average (weighted)				163%	185%

Snow Course Measurements for March 2017

March measurements received as of Thursday, March 2, 09:12 AM

California Department of Water Resources

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

To: Board of Directors

From: John Friedenbach

Date: March 2, 2017

Subject: Water Resource Planning (WRP) – Status Report and Possible Action

.....

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

No significant activity has occurred on this topic during the past month.

b) Transport

No significant activity has transpired on this topic during the past month.

c) Instream Flow Dedication

Paul Helliker and I met with Dennis Halligan of Stillwater Sciences and Sharon Kramer of H.T. Harvey & Associates to discuss application for an instream flow grant. A project description was developed for the instream flow dedication analysis for the one element that might garner some Prop. 1 funding from the Wildlife Conservation Board Streamflow Enhancement program.

To: Board of Directors

From: John Friedenbach

Date: March 3, 2017

Re: District Parks –Par Infinity Amendment to License Agreement for Disc Golf Memorial at Park 4
=====

Background

The District has for many years made two open-space areas adjacent to the Mad River (referred to as Park 1 and Park 4) available to the public for general use and recreation. The District allows certain areas of the Parks to be reserved by groups subject to execution of a “Facilities Use Agreement” and submission of liability insurance (in accordance with guidelines of the ACWA-JPIA).

In 2004, the District allowed an organized activity in Park 4. The District entered into an agreement with Par Infinity Disc Golf Club allowing them to install and maintain a disc golf course, subject to the Club accepting full responsibility for management and maintenance of the course, and liability provisions to protect the District (indemnification and insurance). They are responsible for operation and maintenance of the course, and have provided liability protection for the District (indemnification and insurance). They have met their obligations of the agreement and have been a responsible party since the outset.

Staff received a request from Caleb Gribi, a representative of Par Infinity, Inc., to install a memorial sign at Park 4. The sign would be a permanent fixture approximately 2’ x 3.5’ mounted on 4x4 posts.

Current Situation

The Board discussed the request last month and requested staff bring back an amendment to the license agreement with Par Infinity allowing them to erect the sign with conditions pursuant to the agreement. Staff contacted legal counsel to prepare the amendment. The amendment is attached.

Staff Recommendation

Staff recommends the Board approve the First Amendment to License Agreement as drafted by legal counsel.

First Amendment to License Agreement

This First Amendment to License Agreement (this "First Amendment") is deemed effective on March 9, 2017 (the "Effective Date"), and constitutes the first written amendment to that certain "License Agreement" dated October 13, 2004 (the "License Agreement"), entered by and between the Humboldt Bay Municipal Water District (hereafter "HBMWD"), and Par Infinity Disc Golf Club (hereafter "Par Infinity").

Recitals

A. WHEREAS, following execution of the License Agreement Par Infinity incorporated in the State of California and assigned its rights and interests in the License Agreement to the newly formed entity, i.e., Par Infinity Disc Golf Club, Inc., a California not-for-profit corporation (hereafter "Par Infinity Corp."); and

B. WHEREAS, pursuant to Section 10 of the License Agreement Par Infinity Corp., as the assignee of Par Infinity, has requested to install certain additional improvements on HBMWD property, to wit: a memorial sign commemorating the life of Wayne Moulton.

NOW, THEREFORE, incorporating the foregoing recitals of fact as material terms herein, HBMWD and Par Infinity Corp. agree to amend the License Agreement as follows:

Agreement

1. **Memorial Sign.** Par Infinity Corp. shall be entitled to erect a sign, not to exceed six feet (6') in height and three feet (3') in width commemorating the life of Wayne Moulton (the "Memorial Sign"). The sign shall be constructed at the following location on HBMWD property described in Exhibit A which is attached hereto by this reference. The sign shall generally appear as indicated in Exhibit B which is attached hereto and incorporated by this reference. The sign shall be erected so that it does not impede vehicular or pedestrian traffic or create a visual obstruction to motorists. Par Infinity Corp. shall promptly repair the Memorial Sign in the event of any damage or vandalism, and maintain it in a neat and orderly condition. The content shall include no inflammatory or derogatory language or inappropriate emblems or material.

2. **Removal and Relocation.** Par Infinity Corp. shall remove the Memorial sign upon the earlier of: (1) termination of the License; or (2) written demand for removal by HBMWD, in its sole discretion.

3. **Par Infinity Corp. Agent for Service of Process and Notice.** Par Infinity Corp. and HBMWD hereby designate the following as their current respective contact persons for Notice pursuant to Section 18 of the License Agreement:

Par Infinity Corp.:

Attn: Caleb Gribi, Agent for Service of Process
Par Infinity Corp.
2547 ALLIANCE ROAD
ARCATA CA 95521

HBMWD:

Attn: John Friedenbach, General Manager
Humboldt Bay Municipal Water District
828 7th Street
Eureka, CA 95501

4. **Continuation of License.** Except as modified by this First Amendment, the terms and conditions of the License Agreement shall continue in full force and effect. Par Infinity Corp., as assignee of Par Infinity, expressly assumes all obligations and duties assigned to Par Infinity under the License Agreement as modified by this First Amendment.

This First Amendment may be executed in counterparts, the parts of which shall constitute one whole. Facsimile and/or electronically scanned signatures shall be deemed to constitute originals.

Humboldt Bay Municipal Water District


John Friedenbach, General Manager

Par Infinity Disc Golf Club, Inc., a California corp.

Caleb Gribi, President of Par Infinity Disc Golf Club, Inc.

Exhibit A

← Picnic
BENCH

TREE


← Hole #2
TEE

MEMORIAL
SIGN



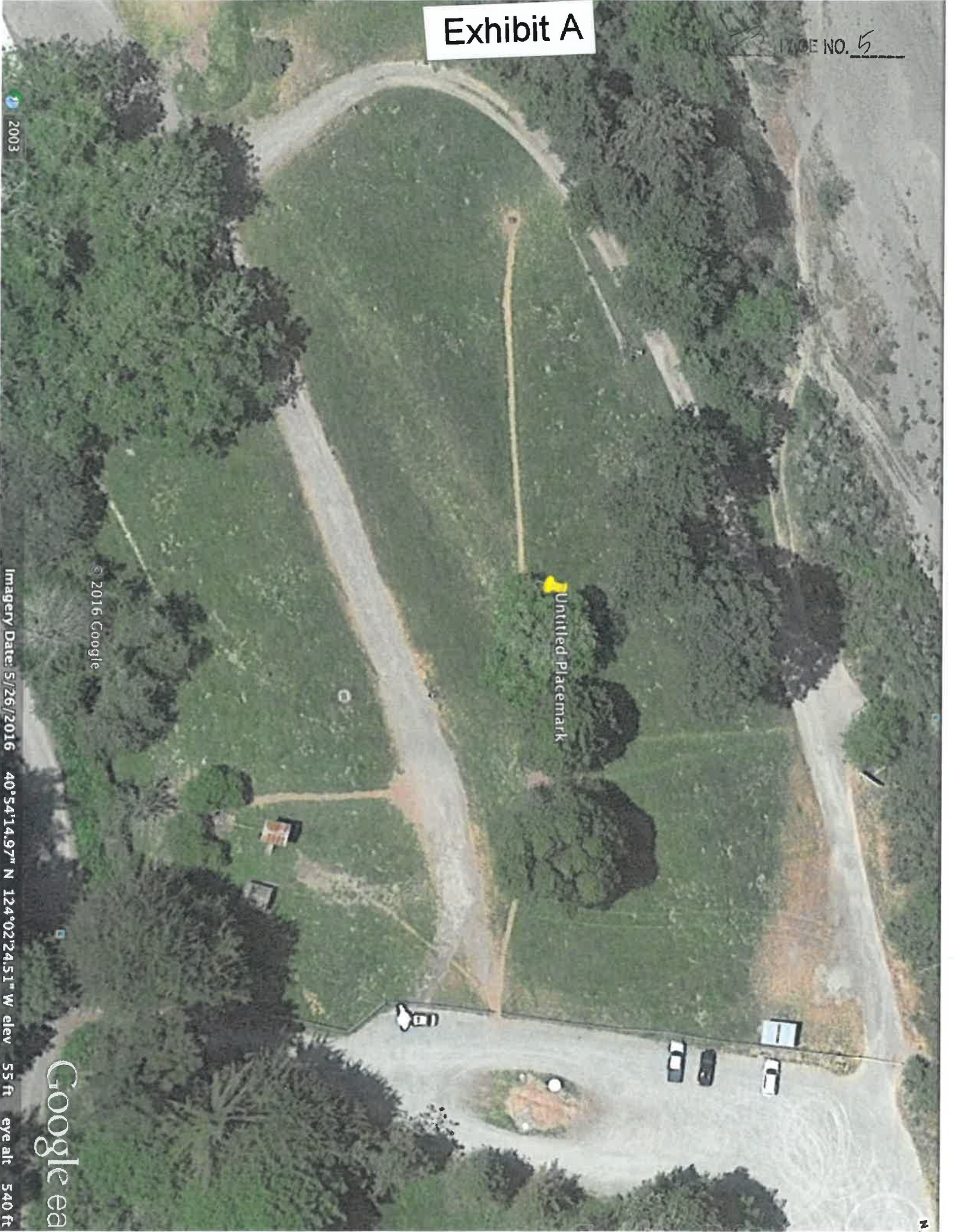
HUMB VETERANS

— WAYNE MOUTON
MEMORIAL TRAIL

0.5 PM
11/11/14

Exhibit A

PLATE NO. 5



2003

© 2016 Google

Imagery Date: 5/26/2016 40°54'14.97" N 124°02'24.51" W elev 55 ft eye alt 540 ft

Google ea

Humboldt Veterans Memorial Trail



Dedicated in memory of
"Uncle" Wayne Moulton

1948-2013

To: Board of Directors
From: John Friedenbach
Date: March 3, 2017
Subject: Request for Food Service Boat on Ruth Lake

Last month the Board reviewed an inquiry about starting a food service business (food service boat) on Ruth Lake. Final consideration of the request was deferred to the March meeting. See attached staff memo and documents from the February Board meeting. (pages 2 -11) The Board asked for further clarification from Rebecca Diffin and Angela (Nikki) Grant. They have provided the attached description of operations and photos of some of their cooking equipment. (pages 12-14)

In addition the Board asked our District Engineer to use the CEQA environmental check list to evaluate their request. See the attached memo from Pat Kaspari. (pages 15-28)

Finally, the Board asked for further evaluation by the Ruth Lake CSD regarding the food boat service. See the attached memo from Steve Canale. (page 29)

The District Mission is to:

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

There is no definitive policy statement regarding the implementation of our District Mission specifically to Ruth Lake. However there is a document that contains relevant historical perspectives on this topic. The Master Lease with Trinity County dated June 1, 1964 contains language about activities around the lake that may impact the District’s purpose for Ruth Lake. The Master Lease was entered into by the District to grant operation of the buffer strip to Trinity County for recreational purposes. In 1966, Trinity County’s rights under the Master Lease were subsequently assigned to the Ruth Lake Community Services District; however, Trinity County still retains ultimate responsibility for performance of the terms under the Master Lease.

The Lease states on page 2 in part that: “... Lessor shall not object to such construction unless the same shall unreasonably interfere with or be likely to interfere with the value or utility of Lessor’s lake, waters, and improvements at Ruth, California. ... “ This language is used by the District to evaluate leaseholder improvement requests around the lake.

The Lease in Section 6 goes on to state:

“Interference with Lessor’s Activities. Lessee covenants for itself, its successors, assigns and subtenants that it shall not nor shall any of them engage in any activity, construction or take any act which shall in any way interfere with Lessor’s lake and dam, the water therein or the beneficial enjoyment and use thereof or the quantity thereof. The parties hereto recognize that the waters impounded in said lake are intended both for human and industrial consumption and that every effort must be taken and maintained in order to preserve the purity and quantity thereof. ...”

Recommendation:

There is no definitive policy to which staff or the Board can look to for responding to the request for a food service boat on Ruth Lake. The Ruth Lake CSD staff and board have raised concerns. The District Engineer has raised concerns. Other lakes have strict prohibitions against this type of activity. Based on the information provided and the results of staff research, the potential detriments outweigh any benefit to the District. Therefore, staff continues to not be in favor of a food service boat on Ruth Lake.

To: Board of Directors
 From: John Friedenbach
 Date: February 3, 2017
 Subject: Request for Food Service Boat on Ruth Lake

We received an inquiry about starting a food service business (food service boat) on Ruth Lake. See attached request from Rebecca Diffin and Angela Grant. To staff's knowledge, this is the first request of this nature. Research indicates no specific District policy addressing this issue. However, there are some tangential policies that may apply:

- **Ruth Lake CSD Policy 6120 Boat Dock Sites for Businesses Local to the Ruth Lake Area**
 - The purpose of this policy is to make available a limited number of dock sites for lease to local businesses. The intent is to enable the business to increase the number of customers it attracts to the Ruth Lake area;
- **Ruth Lake CSD Policy 7120 Commercial Use of Ruth Lake Community Services District Facilities**
 - This policy is intended as a general guide concerning the commercial use of Ruth Lake community Services District campgrounds, buildings and facilities. Commercial use is prohibited – exceptions will be considered to accommodate special circumstances on a case-by-case basis;
- **HBMWD Resolution No. 2016-09 Establishing a Prohibition of Houseboats on Ruth Lake**
 - The focus of this resolution was to ensure the high level of water quality in Ruth Lake for the benefit of the District's municipal and industrial customers.

Following a review of Ruth Lake Community Service District's Policy Manual, phone calls were initiated to agencies that govern several of the lakes in Northern California. Contact was made with: Lake Shasta, Lake Sonoma, Trinity Lake and Whiskeytown Lake. None of these lakes currently have food service boats on their lakes. Although per Lakeshasta.com, there is a dinner cruise on Lake Shasta.

Joel Miller, Supervisory Ranger of Lake Sonoma responded that while they did not have any food service boats on Lake Sonoma, they would certainly be interested in something of this nature.

In discussion with Sally Cousins, Special Uses, USDA Forest Service Shasta-Trinity Division, she was very adamant that they do not allow any food sources on the lakes in National Recreation Areas (NRA). Ms. Cousins relayed that they are the authority for Shasta, Trinity and Lewiston Lakes. She also forwarded us the electronic copy of their Docks & Marinas Policy as well as their Management Guide for the Whiskeytown-Shasta-Trinity National Recreation Area. Section 1.3 Resorts/Marinas, page 2-105 states in part "...All commercial uses must be integrated with and utilize the surrounding environment in its natural state. Commercial activities should focus the attention of the visitor primarily on the natural environment, not on manmade features or entertainment. Commercial uses on National Forest lands in the NRA must complement recreation activities oriented toward the natural environment, rather than being ends in themselves. Consider no proposals for floating food and drink concessions outside of resort/marina permit boundaries."

A survey of stores or vendors on or near Ruth Lake that provide food, snacks or supplies shows the Marina at Ruth Lake which sells ice, soda and water, Journey's End which has a store as well as a restaurant and cabins, the White Stump BBQ at Ruth Lake Campground, the Dinsmore Store, and the Mad River Burger Bar. See attached map.

Recommendation:

Ruth Lake is an artificial impoundment of water created primarily for municipal and industrial purposes and any recreational use of the water is subordinate to such uses. Staff had informal discussions with Steve Canale, General Manager of the Ruth Lake CSD about the food service boat request. He is concerned about the possible trash generated by this type of business and the congestion it may cause with boating traffic on the lake.

Based on his concerns, the prohibitions on the much larger lakes in our vicinity, and District's purpose of impoundment of water primarily for municipal purposes, staff is not in favor of approving the request for a food service boat on Ruth Lake.

February 02, 2017

To The Humboldt Bay Municipal Water District Board

We would like to get a patio boat and retrofit it to meet all Trinity county regulations for food preparation and sales and also get it certified by the health department so we can start out business.

We will be using propane grills for cooking and will have propane refrigerators and freezer's for keeping food while on the water.

All of our food will be packaged in biodegradable paper products. We will offer trash return so that when they are done eating they can bring back the trash for us to take to the disposal station.

We will be operating from June 1st through Labor Day weekend with lunch hours of 11am - 4pm seven days a week.

So with the approval of the Humboldt Bay Municipal Water District we can start applying for our permits in Trinity County.

Thank you,

Rebecca Diffin

Angela Grant

RUTH LAKE COMMUNITY SERVICES DISTRICT
Policy Handbook

POLICY TITLE: BOAT DOCK SITES FOR BUSINESSES LOCAL TO
THE RUTH LAKE AREA
POLICY NUMBER; 6120

6120.10 **PURPOSE:** The Ruth Lake Community Services District desires to make available a limited number of dock sites for lease to local business. The intent of the lease is to enable the business to increase the number of customers it attracts to the Ruth Lake area. A local business is defined as a for profit enterprise with customer service facilities located within twenty miles of Ruth Lake. A business may have only one dock. These leases are offered on a trial basis only, and there is no guarantee of extension beyond the initial lease period. The number of leases offered for the first year shall be a maximum of five.

6120.20 **ELIGIBILITY:** The business must be for profit, and have customer service facilities located within 20 miles of Ruth Lake.

6120.30 **FEES:**

6120.31 Fees shall be an amount equal to one-half of the current Boat only access recreational sub-lease fee, per year.

6120.32 A cleaning/security deposit of \$200 will be paid to RLCSD to be used to remove a dock which has been abandoned by its owner, and to clean the surrounding area when necessary. An abandoned dock shall be disposed of by the District. Any costs associated with the cleaning, removal and disposal of the dock in excess of the cleaning/security deposit shall be billed to the business owner.

6120.33 Initial year's fee and deposit will accompany application.

6120.34 Fees are due and payable in full on the first day of April of each year.

6120.35 The lease shall terminate if fee is not paid in full by the last day of April.

6120.40 **TERM:**

6120.41 The initial term shall be five year

6120.42 If the business ceases to exist, the dock shall be immediately removed.

6120.43 The lease may not be assigned or otherwise transferred without the written consent of the Ruth Lake CSD Board of Directors. Any transfer is subject to the lease transfer procedures and fees adopted by the Board.

6120.50 **INSURANCE:**

6120.51 The dock owner must maintain liability insurance in the minimum amount

of \$500,000 at the dock owners expense.

6120.52 The Humboldt Bay Municipal Water District and the Ruth Lake Community Services District must be named as additional insured.

6120.53 The dock owner must provide evidence of insurance to RLCSD prior to placement of the dock on the lake.

6120.54 Proof of current insurance must accompany each years fee.

6120.60 LOCATION:

6120.61 Business docks may not be placed on a recreation sub-lease site.

6120.62 Business docks may not be placed on any campground or day use area, or on any U. S. Forest Service land.

6120.63 Business docks may not interfere with public access to the lake as set forth in the Davis-Grunsky Act, as defined in the contract between Humboldt Bay Municipal Water District and The State of California Department of Water Resources, dated February 7, 1963.

6120.64 Approval to place a dock on the lake does not confer any exclusive rights for use of the land area or the water adjacent to the dock.

6120.65 Recreational sub-lease holders and other owners of docks within 300 feet of the proposed mooring site shall be notified of the application so that they may have input in the application process.

6120.66 It is the applicants responsibility to identify a suitable site for a dock and

to

present it to the Board of Directors for consideration. The District retains the right to modify or deny use of the proposed site for any reason.

6120.70 ACCESS:

6120.71 All employees of RLCSD and HBMWD will have unrestricted access to dock in the normal course of their duties.

6120.72 Any lock used to prohibit access to the dock must be keyed to the RLCSD master.

6120.73 No new access roads shall be constructed to a business dock. Dock owners shall show access and parking accommodations as part of the application. Boat access only docks shall be considered provided the conditions of item 6120.74 are met.

6120.74 Dock owners must show reasonable access to sanitary facilities. Holding tanks are not allowed on docks or in the buffer strip.

6120.80 USE:

6120.81 A business dock may not be used to conduct business transactions, sell merchandise, or rent equipment.

6120.82 A business dock may not be used as an advertising platform.

6120.83 The business owner is responsible for the cleanliness and safety of the dock, and the adjacent land and water areas.

6120.831 Should the District determine that the dock or surrounding area has not been cleaned adequately, it shall cause the area to be cleaned, and charge the business

for labor, equipment, transportation, disposal, administrative and other expenses.

6120.832 Repeated failure to adequately care for the dock and the surrounding area shall be sufficient cause for the Board of Directors to terminate the lease.

6120.90 CONSTRUCTION:

6120.91 A business dock shall be constructed and maintained in accordance with RLCSD policy Number 6100, Guidelines for the construction of docking and mooring facilities.

6120.92 Identification: A business dock will have the business's name displayed in Three inch letters on at least two sides so as to be visible from both the land and the Water.

Approved by the RLCSD Board of Directors: March 8, 1996

RUTH LAKE COMMUNITY SERVICES DISTRICT
Policy Handbook

POLICY NUMBER: 7120

POLICY TITLE: Commercial use of Ruth Lake Community Services District facilities

7120.10 This policy is intended as a general guide concerning the commercial use of Ruth Lake Community Services District campgrounds, buildings and facilities.

7120.20 Commercial use prohibited:

7120.201: No commercial, for-profit activity shall be permitted in any Ruth Lake Community Services District campground, building, or other facility, except as may be conducted directly by Ruth Lake Community Service District or its authorized agents.

7120.202: Exceptions will be considered to accommodate special circumstances on a case-by-case basis.

7120.203: All exceptions will need approval by the RLCSD Board at their regular monthly meeting in advance of the planned event.

Resolution No. 2016-09**Resolution of the Humboldt Bay Municipal Water District Board of Directors
Establishing a Prohibition of Houseboats on Ruth Lake**

WHEREAS, the District (as Lessor) entered into Lease (Master Lease) with Trinity County (as Lessee) in December 1964 which Master Lease governs development on land owned by the District around Ruth Lake; and

WHEREAS, in July, 1966 Trinity County assigned this Master Lease to the Ruth Lake Community Services District (Ruth Lake CSD); and

WHEREAS, the primary purpose of the Master Lease is to allow the Lessee (now Ruth Lake CSD), or its subtenants, to build, maintain, and operate, boat launching facilities and other recreational facilities, roads and structures; and

WHEREAS, the Master Lease is very protective of the District's water supply interests and specifies the following:

- o that the primary purpose of the District's facilities at Ruth is for impounding water for human and industrial consumption;
- o that the District may at any time increase the lake level to a stage which may inundate or impair facilities of the Ruth Lake CSD or their subtenants;
- o that Ruth Lake CSD or its subtenants shall not engage in any activity or construction which shall in any way interfere with the District's lake and dam and the water therein;
- o that the District may object to any proposed development or construction if it reasonably interferes with, or is likely to interfere with, the value or utility of the District's lake, waters or improvements.

WHEREAS, consistent with the purpose and provisions of the Master Lease, the District and Ruth Lake CSD have had a history of restricting houseboats from Ruth Lake; and

WHEREAS, other factors considered and discussed with Ruth Lake CSD were water quality and public access; and

WHEREAS, there is concern regarding rupture of overflow sewer discharge from houseboats with a Marine Sanitation Device that would negatively impact the water quality; and

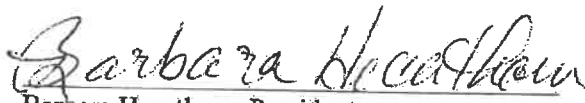
WHEREAS, launch facilities were not designed for houseboats and may not be adequate,

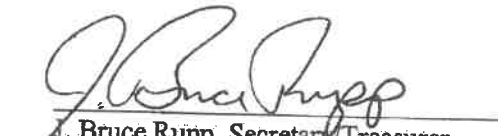
NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Humboldt Bay Municipal Water District hereby establish that houseboats are prohibited on Ruth Lake.

Adopted and approved this 11th day of August, 2016, by the following roll call vote:

AYES: Directors Hecathorn, Laird, Latt, Rupp and Woo
NOES: None
ABSENT: None

Attest:


Barbara Hecathorn, President


J. Bruce Rupp, Secretary/Treasurer



Google Earth miles 1 km 2

John Friedenbach

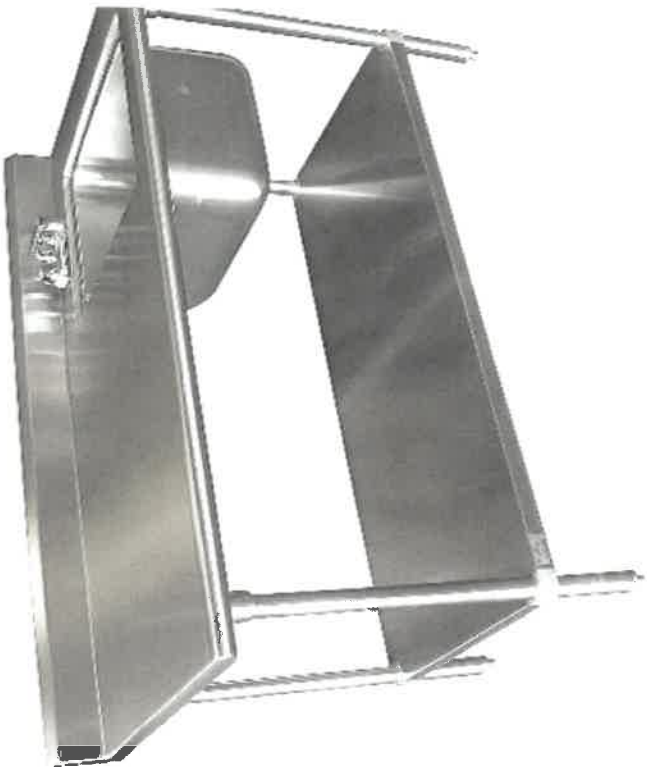
From: Nicki Grant <iamaluckygal@yahoo.com>
Sent: Wednesday, February 22, 2017 2:39 PM
To: John Friedenbach
Subject: food service boat
Attachments: food srvice boat.rtf; food boat.png

Hi John,

So I hope this is what they are looking for . I have also attached some photos of the type of equipment we are looking to use on the boat. If you think of anything that needs to be added please let me know . Thanks Nicki

Our food service pontoon boat will be between 20' to 24' in length. We will be installing a refrigerator and freezer both that will run on propane they will be affixed to the boat as will all of the cooking surfaces , which are a grill , skillet , burner and a hotdog cooker. Our hot water will also be propane. We will have stainless steel sink and work area which will meet all food preparation and serving standards in a safe and clean environment. The gray water will go into a gray water tank that is attached to the boat, we will be pulling the boat out and taking it to the Hobart creek camp ground and dumping it into the RV dump station. We will not have bathrooms on the boat so will not have sewage drops .

We will be moving along the shore line until we have a customer where we will then ether float or put a anchor out depending on the weather to do our cooking. The customer may wait tied to our boat or can place order and return to pick it up.





Memorandum

February 22, 2017

To: John Friedenbach, HBMWD

Cc:

From: Patrick Kaspari, P.E.

Tel: 707-443-8326

Subject: Food Service Boat on Ruth Lake, CEQA Checklist

Job no.: 11125074.02

John,

Per your direction, we have completed and attached a Draft CEQA Checklist analyzing the request for the operation of a Food Service Boat on Ruth Lake. Please note, it is my understanding that CEQA does not have to be completed for this project if the Board does decide to allow the operation of the Food Boat, and this exercise was performed to simply assess whether the Checklist would highlight any concerns or potential impacts associated with the Food Service Boat operation.

As indicated on the Checklist, this project would be found to have "No Impact" from a CEQA standpoint. The only checklist item that had any impact, but was determined to have "Less Than Significant Impact" was item:

X. LAND USE AND PLANNING

b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project...

The proposed project was deemed to have an impact under this item as it is a commercial use, and Policy Number 7120 within the Ruth Lake Community Services District policy handbook, prohibits commercial uses; however, Policy 7120.202 states that exceptions will be considered to accommodate special circumstances on a case-by-case basis. Therefore, the proposed project could be given an exception if the Board deems it appropriate, and hence it was deemed a "Less Than Significant Impact".

However, the CEQA checklist is intended as a guide to assess potential impacts, but as it states "Substantial evidence of potential impacts that are not listed on this form must also be considered." It is important for the Board to keep in mind that the primary purpose of Ruth Lake is as a source of drinking water, all other recreational or other uses are subordinate to this primary use, and the District is under no obligation to try to accommodate these other uses.

I have a few concerns in granting the approval for the operation of the Food Service Boat, one of which is related to the Policy Number 7120, prohibiting commercial uses. The establishment of this policy by the CSD was very prudent. The establishment of commercial uses on the Lake, is I believe a slippery slope, potentially opening the District up to future legal and operational issues. If approval is provided, and for whatever reason the District decides to rescind the approval at a later date, I believe it would be much more difficult to rescind the approval and may open up the District to legal challenges.

I am also concerned about the potential for introduction to pollution to the Lake. Although the operators state they will use biodegradable products and offer to take back trash from customers, there is a high likelihood that customers will take the food away with them and the plates, cups, and utensils could



accidentally or purposefully be introduced into the Lake. Depending on what "biodegradable" products are used, they can take six months to a year to breakdown, and meanwhile would be impacting the lake and potentially be washed out into the Mad River or introduced into the turbines.

I am also concerned about the use of the propane grills on the boat. Although I am sure that the operators will be careful, the possibility will still exist that the grill could be upset, setting the boat on fire and introducing gasoline and other pollutants into the lake, as well as potentially resulting in a large sunken structure that could eventually make its way to the spillway during high flows and block the spillway, which would be catastrophic.

For these reasons, I would urge the Board to be cautious and recommend against approval of the commercial use of a Food Service Boat on Ruth Lake.

Regards

A handwritten signature in black ink, appearing to be 'PK' with a stylized flourish.

Patrick Kaspari, P.E.

Environmental Checklist Form

NOTE: The following is a sample form and may be tailored to satisfy individual agencies' needs and project circumstances. It may be used to meet the requirements for an initial study when the criteria set forth in CEQA Guidelines have been met. Substantial evidence of potential impacts that are not listed on this form must also be considered. The sample questions in this form are intended to encourage thoughtful assessment of impacts, and do not necessarily represent thresholds of significance.

1. Project title: Ruth Lake Food Service Boat
2. Lead agency name and address:
HBMWD, P.O. Box 95, Eureka, CA 95502-0095
3. Contact person and phone number: Patrick Kaspari (GHD) 707-443-8326
4. Project location: Ruth Lake, Ca
5. Project sponsor's name and address:
Rebecca Diffin and Angela Grant
6. General plan designation: Rural Residential 7. Zoning: Specific Unit Dev (SUD)
8. Description of project: (Describe the whole action involved, including but not limited to later phases of the project, and any secondary, support, or off-site features necessary for its implementation. Attach additional sheets if necessary.)
Food service boat on Ruth Lake for the preparation and sale of food. Propane grills would be used for cooking and refrigeration. All food would be packaged in biodegradable paper products. Applicant would offer trash return service. Operations would be from June 1st through Labor Day weekend between 11am and 4pm seven days per week.
9. Surrounding land uses and setting: Briefly describe the project's surroundings:
Recreational uses including campgrounds, marina, motorized boats on Ruth Lake, and approximately 174 cabin lease sites surrounding the reservoir. Ruth Lake is at 2,654 feet above sea level with the surrounding South Fork Mountain Range rising over 6,000 feet. Annual precipitation averages around 60".
10. Other public agencies whose approval is required (e.g., permits, financing approval, or participation agreement.)
Ruth Lake CSD

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

- | | | |
|---|---|---|
| <input type="checkbox"/> Aesthetics | <input type="checkbox"/> Agriculture and Forestry Resources | <input type="checkbox"/> Air Quality |
| <input type="checkbox"/> Biological Resources | <input type="checkbox"/> Cultural Resources | <input type="checkbox"/> Geology /Soils |
| <input type="checkbox"/> Greenhouse Gas Emissions | <input type="checkbox"/> Hazards & Hazardous Materials | <input type="checkbox"/> Hydrology / Water Quality |
| <input type="checkbox"/> Land Use / Planning | <input type="checkbox"/> Mineral Resources | <input type="checkbox"/> Noise |
| <input type="checkbox"/> Population / Housing | <input type="checkbox"/> Public Services | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Transportation/Traffic | <input type="checkbox"/> Utilities / Service Systems | <input type="checkbox"/> Mandatory Findings of Significance |

DETERMINATION: (To be completed by the Lead Agency)

On the basis of this initial evaluation:

- I find that the proposed project **COULD NOT** have a significant effect on the environment, and a **NEGATIVE DECLARATION** will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A **MITIGATED NEGATIVE DECLARATION** will be prepared.
- I find that the proposed project **MAY** have a significant effect on the environment, and an **ENVIRONMENTAL IMPACT REPORT** is required.
- I find that the proposed project **MAY** have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An **ENVIRONMENTAL IMPACT REPORT** is required, but it must analyze only the effects that remain to be addressed.
- I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or **NEGATIVE DECLARATION** pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or **NEGATIVE DECLARATION**, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Signature

Date

Signature

Date

EVALUATION OF ENVIRONMENTAL IMPACTS:

- 1) A brief explanation is required for all answers except "No Impact" answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
- 2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
- 3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. "Potentially Significant Impact" is appropriate if there is substantial evidence that an effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.
- 4) "Negative Declaration: Less Than Significant With Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less Than Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from "Earlier Analyses," as described in (5) below, may be cross-referenced).
- 5) Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063(c)(3)(D). In this case, a brief discussion should identify the following:
 - a) Earlier Analysis Used. Identify and state where they are available for review.
 - b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
 - c) Mitigation Measures. For effects that are "Less than Significant with Mitigation Measures Incorporated," describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
- 6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.
- 7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.
- 8) This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to a project's environmental effects in whatever format is selected.
- 9) The explanation of each issue should identify:
 - a) the significance criteria or threshold, if any, used to evaluate each question; and
 - b) the mitigation measure identified, if any, to reduce the impact to less than significance.

SAMPLE QUESTION

Issues:

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
I. AESTHETICS -- Would the project:				
a) Have a substantial adverse effect on a scenic vista?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Substantially degrade the existing visual character or quality of the site and its surroundings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

II. AGRICULTURE AND FOREST

RESOURCES: In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board. -- Would the project:

a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
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Production (as defined by Government Code section 51104(g))?

d) Result in the loss of forest land or conversion of forest land to non-forest use?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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de) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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III. AIR QUALITY -- Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:

a) Conflict with or obstruct implementation of the applicable air quality plan?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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d) Expose sensitive receptors to substantial pollutant concentrations?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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e) Create objectionable odors affecting a substantial number of people?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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IV. BIOLOGICAL RESOURCES -- Would the project:

a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
V. CULTURAL RESOURCES -- Would the project:				
a) Cause a substantial adverse change in the significance of a historical resource as defined in § 15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to § 15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Disturb any human remains, including those interred outside of formal cemeteries?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
VI. GEOLOGY AND SOILS -- Would the project:				
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ii) Strong seismic ground shaking?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iii) Seismic-related ground failure, including liquefaction?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iv) Landslides?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
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b) Result in substantial soil erosion or the loss of topsoil?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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VII. GREENHOUSE GAS EMISSIONS --
Would the project:

a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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VIII. HAZARDS AND HAZARDOUS MATERIALS - Would the project:

a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
for people residing or working in the project area?				<input checked="" type="checkbox"/>
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IX. HYDROLOGY AND WATER QUALITY --				
Would the project:				
a) Violate any water quality standards or waste discharge requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Otherwise substantially degrade water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j) Inundation by seiche, tsunami, or mudflow?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
X. LAND USE AND PLANNING - Would the project:				
a) Physically divide an established community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
XI. MINERAL RESOURCES -- Would the project:				
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
XII. NOISE -- Would the project result in:				
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
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e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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XIII. POPULATION AND HOUSING -- Would the project:

a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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XIV. PUBLIC SERVICES

a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:

Fire protection?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Police protection?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Schools?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Parks?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Other public facilities?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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XV. RECREATION --

a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
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b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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XVI. TRANSPORTATION/TRAFFIC -- Would the project:

a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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e) Result in inadequate emergency access?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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XVII. UTILITIES AND SERVICE SYSTEMS -- Would the project:

a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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could cause significant environmental effects?

d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?

e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?

f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?

g) Comply with federal, state, and local statutes and regulations related to solid waste?

XVIII. MANDATORY FINDINGS OF SIGNIFICANCE --

a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?

b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?

c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?

Note: Authority cited: Sections 21083, 21083.05, Public Resources Code. Reference: Section 65088.4, Gov. Code; Sections 21080, 21083.05, 21095, Pub. Resources Code; *Eureka Citizens for Responsible Govt. v. City of Eureka* (2007) 147 Cal.App.4th 357; *Protect the Historic Amador Waterways v. Amador Water Agency* (2004) 116 Cal.App.4th at 1109; *San Franciscans Upholding the Downtown Plan v. City and County of San Francisco* (2002) 102 Cal.App.4th 656.



Ruth Lake Community Services District

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Mad River, CA 95552

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www.ruthlakecsd.org

February 22, 2017

TO: John Friedenbach &
Board of Directors HBMWD

RE: Food Services Boat on Ruth Lake

The Ruth Lake CSD discussed this topic at our February 14th board meeting;
The initial consensus of the board was the following.

- The food services boat would most likely anchor in one of two coves that are already impacted with numerous boats anchoring on busy days to stay out of the wind and congestion on the lake. This would add to this. Existing leaseholder docks would not be available for this enterprise.
- These coves are also the sites of numerous boat leases that are heavily used
- Since houseboats are prohibited, a major concern being the toilet/sewage component on the boat, allowing toilet components on the food services boat could set precedent with recreational boaters requesting the same.
- The Ruth Lake CSD has no jurisdiction on the activities on the water; these are in the hands of the Sheriff's Office and HBMWD; with only a brief discussion of this matter it can be looked into further if needed.
- All boat slip moorage at the marina is already reserved for the upcoming year and rental space in the parking lot is almost full; vendors would most likely have to launch daily and parking is always an issue, especially on weekends
- Sewage disposal at Hobart Creek Campground is feasible but has never been used by boaters, so the issue would be if the sanitary hookups are the same as RV's
- The Ruth Lake CSD will support the decision made by HBMWD

Steve Canale
Manager

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

To: Board of Directors

From: John Friedenbach

Date: March 3, 2017

Subject: Professional Services – Engineering Services Contract for Surge Tower Project

The purpose of this memo is to recommend retaining GHD, Inc. for Engineering Services for the Surge Tower project, and to discuss the engineering services budget.

Background Information**Request for Qualification Process:**

In accordance with our procurement policy, the District issued Request for Qualifications (RFQ) for engineering, design, environmental, permitting, construction management, and grant administration services for the Surge Tower project funded by FEMA Hazard Mitigation Program.

The District sent the RFQ to sixteen engineering and planning firms and advertised in two newspapers of general circulation.

The District received three Statement of Qualifications (SOQ): one from GHD; one from Oscar Larson and Associates (OLA); and one from Green Road Consulting (GRC). All firms submitted an SOQ for all engineering and environmental services the District is seeking for this project in accordance with the RFQ request.

Evaluation Process:

The District established a Review/Selection team to evaluate the SOQs for each project. Members of the Review/Selection team were: David Hull, Humboldt CSD General Manager; Troy Nicolini, Samoa Peninsula Fire Protection District Board member and NWS Meteorologist In Charge; Dale Davidsen, HBMWD Superintendent; and John Friedenbach, HBMWD Business Manager.

The evaluation was qualification-based. The team considered and rated the SOQs in nine areas as follows:

- Qualification and Experience on similar projects, especially demolition and water appurtenances projects, in engineering/design, environmental, permitting, construction management
- Qualification and experience of personnel
- Understanding of the project and conceptual approach
- Experience with FEMA Hazard Mitigation Grant Program

- Consultant/Team staff availability
- Consultant/Team ability to meet project schedule
- References for prime and sub-consultants
- Identified conflict of interest
- Overall Quality of Proposal

The team arrived at a unanimous recommendation:

Engaging GHD for engineering, environmental, and permitting services.

Request for Proposal

Our Procurement policy for Federally-funded Projects requires that once the most-qualified firm is identified, that firm is asked for a price proposal that is subject to negotiation of a fair and reasonable price. If negotiations with the selected firm are unsuccessful, this process is repeated with the next highest-ranked firm, until a fair and reasonably priced contract can be awarded.

The Surge Tower budget developed for the FEMA Hazard Mitigation Grant was \$477,800, \$100,000 of which is budgeted for contaminated soil removal. The price negotiated with GHD for engineering services is \$304,000, which is \$73,800 less than the FEMA grant budget.

Recommendation

Approve entering into an agreement with GHD, Inc. for environmental, design plans and specifications, permitting, surveying, and construction management services for the Surge Tower Removal and Replacement project in accordance with the attached Scope of Work at an estimated cost of \$304,000 per the attached REVISED scope of work dated February 28, 2017. Their proposal contained fair and reasonable prices.

The agreement will only authorize the work under Phase One of the grant in the amount of \$114,000. The remaining services in the amount of \$190,000 will be authorized once the full grant is approved by FEMA.

Attachments

- 1) GHD's Scope of Work (page 3)
- 2) GHD's budget estimate (page 14)
- 3) District letter requesting a request for proposals for engineering services (page 16)
- 4) List of Firms RFPs were sent to (page 22)



February 28, 2017

Mr. John Friedenbach
Humboldt Bay Municipal Water District
828 Seventh Street
Eureka, CA 95501

**Re: REVISED
Scope and Budget for Environmental Permitting, Engineering Design,
Bidding and Construction Management for the Surge Tower Replacement
Project**

Dear John,

Thank you and the Review Panel for your recommendation to award the Engineering Design and Permitting for the Surge Tower Replacement Project to GHD. We greatly appreciate the opportunity to assist the District on this important infrastructure projects and look forward to continue our partnership with the District.

Per your request, the following is a scope and cost estimate for the preparation of the CEQA documents, necessary environmental permitting, biological surveys, preparation of the engineering design and contract bid documents for the project, as well as bid assistance and Construction Monitoring required for the demolition and replacement of the industrial water system's Surge Tower on the Samoa Peninsula. This Scope of Work has been divided up into the Tasks as detailed in the Hazard Mitigation Grant (HMG) application for this project. The Scope of Work has also been divided up into Phase 1 and Phase 2 scopes of work as detailed in the HMG application. We understand that the District has be authorized to complete the Phase 1 portion of this grant; the environmental studies and engineering design necessary to allow the Federal Emergency Management Agency (FEMA) to complete their National Environmental Policy Act (NEPA) review for the project. Upon completion of NEPA, FEMA will hopefully authorize the District to complete the Phase 2 portion of the project. We understand that the District will contract GHD to complete only the Phase 1 portion of this scope of work at this time, and upon FEMA's award of the Phase 2 portion of the grant to the District, the District will contract with GHD to complete the Phase 2 tasks outlined below.

This project will consist of the replacement of the Surge Tower for the industrial water line on the Samoa Peninsula. The Surge Tower was originally constructed in the 1960s, and a 2012 inspection by GHD indicated that it is significantly degraded and likely to fail or fall over during a seismic or high wind event. In the event of a significant local seismic event or a high wind event, the foundation of the surge tower could fail, causing the tower to tear away from its base and fall over. This would cause a major rupture in the industrial water line, drain the adjacent



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Terminal Reservoir, and cut off industrial water to the surrounding facilities, thereby impacting their firefighting abilities. The industrial pipeline is also immediately adjacent to the domestic pipeline, and failure of the Surge Tower would also likely cause significant damage to the domestic water line facilities, thereby interrupting drinking water, firefighting water, and wastewater service to 7,400 people, likely for an extended period of time.

This project includes demolishing the existing surge tower and replacing it with an appropriate replacement appurtenance. The Surge Tower will be replaced with a new air/vacuum relief and/or surge valve(s) that will be sized to ensure that they protect the existing pipe from collapse due to vacuum when the industrial customers turn on their pumps, will prevent excessive air build-up in the line, and will prevent water hammer effects. The new valve(s) will effectively replace the function of the existing Surge Tower. The project also includes CEQA/NEPA and other required permitting (including a Coastal Development Permit), design, construction surveys, construction management, and grant administration assistance.

The scope of work for this project will consist of the following tasks:

Professional Services:

PHASE 1 TASKS

It is our understanding that CalOES and FEMA have authorized the following tasks to be completed to assist them in their NEPA evaluation.

Task 1.1 – Environmental Special Studies for NEPA/CEQA

GHD will conduct a site specific rare plant survey, wetlands delineation, sensitive habitat survey, and a cultural resource study of the project area to update the previous studies that were prepared for the NEPA/CEQA permitting done for the Techite project. The Project/Survey Area will consist of the District's Right of Way corridor adjacent to the Surge Tower.

Wetlands Delineation

The wetlands delineation completed in the Surge Tower area for the Techite project will be update (or a new report prepared). The delineation will comply with various wetlands definitions of the jurisdictional agency(ies) depending on site-specific oversights (one, two, and/or three-parameter approaches). The project site is in the Coastal Zone and under the County's jurisdiction (County of Humboldt primary jurisdiction, appeal zone for the Coastal Commission; one- and two- parameter approaches apply), and a portion will fall within the Coastal Zone within the Coastal Commission's primary jurisdiction (one-parameter approach). Additionally, non-isolated wetlands are subject to jurisdiction from the Army Corp of Engineers (three-parameter approach to define wetlands). GHD



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will attempt to reconcile the various wetlands definitions and map one single wetland boundary line that complies with agency definitions if possible. Note that in some cases the application of varying wetlands definitions could result in multiple wetlands boundary lines (which would be identified on the map).

The wetlands delineation will follow the U.S. Army Corps of Engineers (COE) criteria from the *Corps of Engineers Wetlands Delineation Manual* (COE, 1987) and *Draft Interim Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys and Coast Region* (Army Engineer Research and Development Center, COE, 2010). For the portions of the project site that fall within the Coastal Zone, the wetlands delineation will also follow the California Coastal Commission one-parameter approach (relying on COE manuals for reference and procedures). Vegetation and soil data will be collected at transects across the wetlands boundary with two plots (upland/wetland) per transect (intermediate plots may be placed without collection of data as appropriate). Soil pits will be excavated to a maximum depth of 18 inches below ground surface. Data on soil color, texture and redoximorphic features will be collected. Data on hydrologic conditions will be collected if observed.

Vegetation data collection will consist of listing the five dominant species at each plot. The species will then be classified as to whether or not they are a wetlands indicator, using the standard reference for plant wetlands indicators: National List of Plant Species that Occur in Wetlands: California (Region WMVC) (2016). That document classifies plants based on the probability that they would be found in wetlands, ranging from Obligate (almost always in wetlands), Facultative/wet (67% to 99% in wetlands), Facultative (34% to 66% in wetlands), Facultative/up (1% to 33% in wetlands) to Uplands (less than 1% in wetlands). Plants not listed are included in the uplands category. If 50% or greater of the dominant plant species at each plot are classified either Obligate (OBL), Facultative/wet (FACW), or Facultative (FAC), the vegetative mix is determined to be hydrophytic (wetland plants).

A determination of the wetland boundary will be made based on soil, hydrology (if present), and vegetative parameters (three parameter approach) as well as the presence of any one parameter when in the Coastal Zone (one-parameter approach).

GHD will record the horizontal location of each wetland boundary point using a Trimble hand-held GPS unit. The Trimble® 2008 series GeoXH™ handheld is an integrated solution for high-accuracy (sub-meter) GIS data collection and asset relocation. GHD will download survey data and produce a map of the wetlands boundary on topographic



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map base (using DTM data layers) according to Army Corp mapping requirements, which will also be satisfactory for the other permitting agencies.

The final wetland delineation map will be included in the wetland delineation report. GHD's wetlands report will include analysis of project impacts to wetlands, setbacks from identified wetlands, and proposed methods to avoid or minimize potential impacts.

Deliverables:

- 1 electronic copy, draft Wetlands Delineation Map
- 1 electronic copy, final Wetlands Delineation Map
- 2 hard copies, final Wetlands Delineation Map

Biological Evaluation

GHD will update the previous biological evaluation performed for the Techite project (or a new report prepared) and review the results from the database search, reconnaissance survey, and habitat mapping to evaluate special-status plant and wildlife species that may occur in the project vicinity according to the California Department of Fish and Game's Natural Diversity Database (CNDDDB), the California Native Plant Society's Inventory of Rare and Endangered Vascular Plants, and lists provided by the U.S. Fish and Wildlife Service and National Marine Fisheries Service. The biological evaluation will focus on potential impacts to wildlife as well as the following key topics:

Sensitive Habitats Mapping

GHD will consult the most recent version of the California Natural Diversity Database (CNDDDB) for a list of sensitive habitat types/natural communities that may occur in the project area as provided by the California Department of Fish and Wildlife (CDFW).

GHD will further evaluate potential sensitive habitat types within the project vicinity and map potential sensitive habitats using GPS Trimble unit or tablet PC. These communities will be classified using A Manual of California Vegetation, by Sawyer, Keeler-Wolf, and Evens (2009). The mapped sensitive habitats can be used for basis of decision making in regards to potential impacts associated with the project construction and possible construction alternatives that would reduce or avoid sensitive habitats. This reconnaissance level habitat mapping is key for future phases of work to evaluate potential environmental impacts associated with the project construction and mitigation.

Sensitive Plant Survey

A botanical survey will be conducted in the spring (March, April and June) by a qualified GHD botanist to update the previous sensitive plant survey. Three sensitive plant species



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have been identified as occurring in upland sand dunes near the project site. Those three species are dark-eyed gilia (*Gilia millefoliata*), Humboldt Bay wallflower (*Erysimum menziesii* ssp. *eurekaense*) and beach layia (*Layia carnosa*). Humboldt Bay wallflower and beach layia are both Federal and State listed endangered species. Dark-eyed gilia is a California Native Plant Society List I-B.2 species.

The survey will entail an intensive botanical site inventory of all vascular plant species, with emphasis on dune mat habitat and exposed sand in which the sensitive species would likely grow. The species inventory was conducted by walking the site and recording all plant species. The site visits will be conducted at an appropriate season to locate flowering individuals of Humboldt Bay wallflower, dark-eyed gilia and beach layia. The recognized flowering season for Humboldt Bay wallflower is March to June, the flowering season for beach layia is March to July and the flowering season for dark-eyed gilia is April to June (California Native Plant Society, 2001).

Biology, Botany, and Sensitive Habitat Mapping

GHD will complete the following tasks:

- Update the written evaluation of potential plant and animal species within and adjacent to the project footprint based on the habitat mapping.
- Review documentation of observed listed plant species if identified during the habitat mapping. Seasonally appropriate protocol level surveys per agency requirements will be performed if at all possible; however, depending on the project schedule, this may not always be possible. Documentation of non-presence at the time of habitat mapping does not necessarily indicate absence of a species.
- In some cases, assumed presence of listed species based on existing habitat may need to occur in order to meet agency requirements within project timeline.
- Although assuming presence based on habitat might not be ideal, post-NEPA/CEQA surveys for species presence/absence are not recommended due to possible resulting need for post-CEQA mitigations.
- Mitigations will be proposed to avoid or minimize potential impacts.

Meetings: One (1) agency consultation meeting

Deliverables:

- 1 electronic copy, draft Biological Report
- 1 electronic copy, final Biological Report



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- 2 hard copies, final (1 bound/1 unbound)

Cultural Resources Investigation

Roscoe & Associates will be contracted with to update their previous Cultural Resources Investigation prepared for the Techite Project.

Deliverables:

- 1 electronic copy, draft Cultural Resources Survey Report
- 1 electronic copy, final Cultural Resource Survey Report
- 2 hard copies, final (1 bound/1 unbound)

Task 1.2 – Soil Contamination Assessment

The existing asphaltic coating of the surge tower has been previously sampled and discovered to contain very low levels of lead. FEMA expressed concerns that this lead may have impacted the soils around the surge tower and may require removal during the demolition process. GHD will sample the soils around the surge tower to determine what if any impacts there have been from lead leaching off the surge tower coating. Lead of course is also a natural occurring element, and can also be contributed to surficial soils from leaded gasoline exhaust or other industrial or natural processes. It will be important to collect “background” samples for the area that would not reflect any lead impacts from the surge tower, but would reflect these other impacts from other sources. GHD will develop a sampling regime that encompasses this background sampling, and also collects the minimum number of samples that will yield a statistically valid sample result. The collected soil samples will be analysed for total lead by EPA Method 6010B. The results of the soil sampling will be presented in a Lead Soil Sampling Results Report. The Report will detail the methodology and approach for the soil sampling and will provide figures detailing the location of the soil samples as well as the results. The Report will also make conclusions and recommendations concerning the findings of the samples.

Deliverables:

- 1 electronic copy, draft Soil Sampling Report
- 1 electronic copy, final Soil Sampling Report
- 2 hard copies, final (1 bound/1 unbound)

Task 1.3 – Surge Tower Design Plans & Specifications

GHD will develop plans, specifications and the other necessary contract documents for the demolition of the existing Surge Tower and the installation of an appropriate vacuum/air relief or surge valve or other selected protective appurtenance. We will develop construction drawings



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consisting of a cover sheet showing project location; plans showing the existing surge tower construction details; a site plan showing existing utilities, access routes, laydown areas, and limits of work; plan and details showing proposed rigging and demolition of the surge tower; and plans and details for the installation and connection of the proposed protective piece of equipment after the removal of the surge tower. We will highlight the necessary sediment and erosion control or other environmental protection or mitigation measures. We will develop the technical specifications and standard contract documents for a complete bid package including the Advertisement for Bid, Notice of Award, and Notice to Proceed documents.

Deliverables:

- Submittals will consist of three (3) hardcopies of the 60%, 90% and Final Plans, Specifications & Contract Documents for District review. We will incorporate the District's comments after each submittal and prepare "Issued for Bid" Plans, Specifications, and Contract Documents for approval prior to issuing for bid. We will submit one (1) electronic copy and three (3) hardcopies of the final plans and specifications.

PHASE 2 TASKS

The following Tasks will be completed upon FEMA/CalOES's approval of the entire grant amount after their completion of their NEPA evaluation. We anticipate that these tasks will be approved under an amendment to the original contract.

Task 2.1 – County of Humboldt Coastal Development Permit

The project site is in the Coastal Zone and will require a Coastal Development Permit (CDP). The site is within the zone where Humboldt County has primary jurisdiction. GHD will complete the County's Coastal Development Permit application and submit it along with the appropriate fees, plans and specifications, wetland delineation, habitat mapping, sensitive plant survey, and proposed mitigation measures to the County for review. The County will review the project for consistency with the Local Coastal Plan (LCP). The County will also review impacts to wetlands, if any, in the Coastal Zone, and compliance with State Public Resource Code Section 30233. GHD will respond to County questions or requests to help facilitate approval of the CDP.

Deliverables:

- 1 electronic copy, draft CDP
- 1 electronic copy, final CDP
- 2 hard copies, final CDP



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Task 2.2 – Final CEQA and County Permitting

As part of this Task, GHD will also prepare a CEQA Categorical Exemption for the project. It is our belief that the proposed work falls into the “Class 2 (15302) replacement or reconstruction of existing utility systems” Categorical Exemption. GHD will prepare a Notice of Exemption Document for review, approval and filing with the County Recorder’s Office by the District.

It does not appear that any other permits would be required for the performance of this work, but GHD will review and ensure that is the case. If additional permits are required, GHD will prepare permit applications and attempt to obtain them or ensure that they are fully detailed in the project specifications for the Contractor to obtain, if that is more appropriate.

Deliverables:

- 1 electronic copy, draft Categorical Exemption
- 1 electronic copy, final Categorical Exemption
- 2 hard copies, final Categorical Exemption, one filed with the County Recorder’s Office

Task 2.3 – Surveying

It is believed that we have sufficient survey information for this project. The topographic and boundary line information obtained for the Techite project will be utilized for the design detailed under Task 1.3, and we believe this will be sufficient. However, this task and budget was included in the grant application in case additional survey or property line information is required for the design or environmental documentation. Given the uncertainty for the actual scope for this task, it is impossible to provide an exact scope or budget for any additional tasks required at this time. A budget has been included for this task to perform any additional minor surveying that is required. If additional more extensive surveying is required, a contract amendment will be negotiated with the District.

That being said, any surveying that is necessary will be performed by the licensed surveyor Points West Surveying. As required, Points West Surveying will locate underground utility appurtenances, e.g. valves, manholes, air release valves, blowoffs, drop inlets, storm drains, sanitary sewers, manholes, poles and vaults as necessary. Invert elevations and pipe size and type will be determined for gravity lines if accessible and shown on survey. Ditch flow lines, tops, toes, and grade breaks of ditches and ground surface within survey limits will be surveyed as required in order to generate one foot contours meeting National Map Accuracy Standards. Existing easements will be



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determined based on data provided by HBMWD deeds; rights of way of public roads will be determined based on available public records. The project control will be based on the California State Plane Coordinate System of 1983 (CCS83) and bootstrapped to a real elevation basis, the North American Datum of 1988 (NAVD 88) via a GPS Control Survey. Sufficient survey control will be set and shown on the survey to facilitate future construction. All project data will be plotted using Autodesk Civil 3D 2010 and will include one foot contours and spot elevations along with planimetric features, and plotted atop the existing aerial imagery provided by HBMWD.

Deliverables: As required, deliverables for this task will be included with the plans submitted as part of Tasks 1.1 and/or 1.3.

Task 2.4 – Contaminated Soil Removal

One unknown for the Surge Tower Project is whether there are any impacts from lead to the soil surrounding the surge tower from its coating. As part of the structural evaluation of the surge tower that GHD performed in 2012, samples of asphaltic/epoxy coating of the surge tower were collected to determine whether the pieces of the surge tower would require special handling or disposal. These samples contained trace amounts of lead, and the presence of this lead will be noted in the technical specifications prepared for the demolition of the surge tower, as this will trigger worker protection requirements as the coating and metal is cut with a torch. However, these trace amounts of lead also raised concern from FEMA that the lead may have impacted the soil around the surge tower. The level of lead in the coating is very minimal, and the asphaltic coating is also very inert, so it is our opinion that it is highly unlikely to be any soil impacts associated with the coating. Task 1.2 detailed above, and performed as part of the Phase 1 grant from FEMA, will demonstrate whether there are or are not lead impacts to the soil around the Surge Tower in excess of the background levels.

If there are impacts to the soil that are identified and need to be remediated, GHD would then prepare a Hazardous Materials Remediation Workplan conforming to all State and Federal requirements for Hazardous Material Work. This Workplan would be submitted to the Humboldt County Department of Environmental Health for review and approval. Upon County approval of the Workplan, the Workplan would be implemented as part of the overall contract for the Surge Tower Demo. The pertinent portions of the workplan will be incorporated into the plans and specifications for the Surge Tower Demolition and the remediation performed as part of the overall contract. During the remediation of the soil, GHD will collect soil samples or perform other sampling as necessary to demonstrate the remediation of impacted soils. Other necessary data will be collected along with pictures to detail the remediation work. A final report will be prepared detailing the remediation work and the results of any clearance sampling



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and making recommendations for site closure or any necessary follow-on work. A copy of the final report will be submitted to Humboldt County for concurrence.

The costs included with the grant application assumed \$100,000 for remediation radiation costs, which includes excavation, transport, and disposal of up to 75 cubic yards of non-hazardous waste (assumes excavation to 1 foot depth of a 25-foot radius around the surge tank). Those costs are not included in this scope of work and would be incurred by the Contractor during the performance of the overall project.

Deliverables:

- 2 hardcopies, draft Remediation Workplan
- 2 hardcopies and 1 electronic copy, final Remediation Workplan including one hardcopy submitted to Humboldt County Division of Environmental Health
- 2 hard copies, and 1 electronic copy, final Remediation Report of Findings including one hardcopy submitted to Humboldt County Division of Environmental Health

Task 2.5 – Construction Management

This task would consist of GHD providing assistance in the bidding and bid review process as well as Construction Observation services. Bid Assistance will include issuing the bid package, providing copies to the Humboldt County, Shasta, and Sacramento Builders Exchange and selected contractors, maintaining a plan holders list, responding to contractor questions and issuing bid addenda, facilitating the bid opening, and reviewing and preparing a recommendations memo on the final contract award.

GHD will also provide periodic construction observation services during the demolition of the Surge Tower. GHD will assist HBMWD in obtaining and reviewing the necessary contract documents including the required payment and performance bonds from the selected contractor and certificates of insurance, as well as assist in the preparation of the Notice of Award and Notice to Proceed documents. GHD will provide periodic onsite construction observation throughout the construction process. GHD will document quantities as well as observe construction and general conformance with the intent of the plans and specifications. Field notes and photographs will be collected throughout the construction process.

GHD will organize and facilitate a construction Kick-off Meeting including scheduling the meeting with the Contractor and Staff from the District. GHD will prepare the agenda, facilitate the meeting, and prepare and distribute meeting minutes. GHD will also oversee and facilitate



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biweekly construction progress meetings throughout the construction process. It is anticipated that construction meetings will be held with the GHD Project Engineer, Contractor Construction Manager, and applicable Staff from the District.

GHD will review, respond, and track Contractor Submittals and Requests for Information (RFI). GHD will also prepare, review and track Change Orders, pay requests and Certified Payrolls. Change Orders will be reviewed with District Staff and CalOES staff prior to approval to compare with grant requirements. Pay requests will be reviewed and confirmed with the quantity of work evaluated in the field. Comments will be provided back to the Contractor if required, and approved pay requests will be forwarded on to the District. Certified Payroll documentation will also be reviewed and copies maintained at GHD for future reference.

Following final completion of the construction work, GHD will prepare the Notice of Completion for recording with the County Clerk and will assist with final grant administration activities. In addition, GHD will prepare Contract Record Drawings utilizing the Contractor plan sheet markups as well as other markups prepared by GHD during construction observations. Copies of the Record Drawings will be provided to the District in hardcopy and electronic format.

Deliverables:

- Electronic version of Contract Documents to Humboldt, Shasta, & Sacramento Builder's Exchanges
- Copies of Plan Holders List to District & stakeholders
- Bid Addendums distributed to all parties
- Final Award Recommendation Memo for distribution to HBMWD Board Copies in pdf format of CM meeting agendas and minutes
- Copy in pdf format of contract Change Orders
- 2 hard copies of project close out binders with applicable construction notes, equipment cut sheets, equipment operation and maintenance manuals, construction photographs and other construction information as appropriate
- 1 electronic copy in AutoCAD and pdf format and 3 hard copies of half-size (11"x17") sets of Contract Record Drawings

General Assumptions/Exclusions

This proposal is based on the following assumptions:

1. The cost associated with Task 2.5 assumes a 3 month construction period.



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2. This Scope of Services assumes that the project qualifies for a Categorical Exemption under CEQA and no impacts to wetlands or ESHAs will be required.
3. No additional special California Environmental Quality Act (CEQA) studies are included in the cost estimate (i.e. sedimentation, stormwater, noise, etc) other than those outlined above.
4. Assumes the County will process the CDP and will not refer the CDP to the California Coastal Commission.
5. Assumes 10 soil sample analysis for total lead for Tasks 1.2 and 2.4.
6. Assumes \$1,500 permit fees to the County for the CDP application.
7. Does not include any other permit fees beyond the CDP permit fees.
8. Assumes approximately 1-day for additional field survey tasks for Task 2.3.

Professional Service Fee

GHD will provide the above described scope of services at our Standard Labor Rates in place at the time of execution of the work for an estimated fee detailed below. We have also included columns detailing the grant amount awarded for each task and the difference between the grant award amount and our anticipated budget:

Task Description	GHD Budget	Grant Budget	Difference
1.1-Envir. Special Studies	\$34,000	\$44,100	\$10,100
1.2-Soil Contamination Assessment	\$20,000	\$25,200	\$5,200
1.3-Design Plans & Specs	\$60,000	\$88,200	\$28,200
PHASE 1 SUBTOTAL	\$114,000	\$157,500	\$43,500
2.1-Coastal Development Permit	\$21,000	\$44,100	\$23,100
2.2-Final CEQA	\$20,000	\$21,700	\$1,700
2.3-Surveying	\$10,000	\$14,700	\$4,700
2.4-Contaminated Soil Removal	\$50,000	\$150,000	\$100,000
2.5-Construction Management	\$89,000	\$89,600	\$600
PHASE 2 SUBTOTAL	\$190,000	\$320,100	\$130,100
<i>Grand Totals</i>	<i>\$ 305,000</i>	<i>\$ 477,600</i>	<i>\$ 173,600</i>

As always, we appreciate the opportunity to assist you on this project. Please do not hesitate to call me if you have any questions.

Sincerely,



Mr. John Friedenbach
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A handwritten signature in black ink, appearing to be 'PK' with a stylized flourish extending upwards from the 'K'.

Patrick Kaspari, P.E.
District Engineer



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

Request for Qualifications

Surge Tower Replacement, Samoa, California

Engineering, Design, Environmental Review and Compliance,
Permitting, Construction Management and
Grant Program Management

A. Invitation

You are invited to submit a Statement of Qualifications (SOQ) and other materials, in accordance with the outline below, to be considered for selection by the Humboldt Bay Municipal Water District (District) to:

- 1) complete a variety of engineering, environmental, and construction management services for the District's Surge Tower Replacement, and
- 2) assist the District with the administration and management of the FEMA Hazard Mitigation grant which will fund this project.

The deadline to submit a SOQ is 4:00 p.m. on February 8, 2017.

B. Categories of Services

The District is seeking a consultant firm or team to provide services necessary to proceed with construction of the demolition and replacement of the industrial water system Surge Tower located on the Samoa Peninsula. It is anticipated that a single consultant firm or team will be selected encompassing all the required engineering and environmental disciplines. The disciplines that are required include:

1. Project planning and preliminary engineering
2. Engineering economic analysis
3. Surveying, topographic mapping and right-of-way engineering
4. Geotechnical evaluation and engineering
5. Civil design of new surge control valve or other appropriate surge protection device
6. Environmental – completion of special studies, preparation and circulation of appropriate CEQA document, and support of FEMA's NEPA process
7. Permitting – preparation of all required permit applications and related work to secure required permits
8. Preparation of Plans and Specifications, and cost estimates for project construction
9. Engineering and construction management services during bid process and project construction

C. Project Overview

The proposed Project would consist of the design, permitting, bidding and construction oversight for the safe demolition and removal of the District's industrial water system's surge tower and its replacement with a standard air/vacuum relief valve and/or surge valve or other appropriate surge protection device. The Surge Tower is a 70-foot tall, 54-inch diameter steel tower, with a concrete foundation, which is tied into the District's 42-inch, concrete encased, and mortar lined steel industrial water line on the Samoa Peninsula, near Eureka, California. The surge tower was constructed in the 1960's and serves as a "surge protector" and overflow structure for the industrial water system. If a surge of water flowed through the industrial line, the tower would provide relief, as water would flow up through the outside annular ring of the tower to the top, and then flow back down a central pipe, that is tied to an outfall line that discharges on the beach.

A structural inspection of the surge tower was performed in 2012. The inspection detailed the seismic vulnerability of the surge tower, and found that in a significant local seismic event, the foundation of the Surge Tower could fail, causing the tower to tear away from its base and fall over. This would cause a major rupture in the industrial water line and it would drain the Terminal Reservoir. Additionally, it could cause significant damage to the surrounding domestic water line facilities. The domestic waterline on the Samoa Peninsula is the sole source of water for approximately 7,400 people, including residents on the Samoa Peninsula (community of Fairhaven) and 60% of the Humboldt Community Services District (HCSD) system. HCSD is one of HBMWD's major customers. The domestic line also provides water to an emergency intertie for the City of Eureka, which may be crucial to maintaining water supply to a portion of the City following a seismic event. The industrial waterline provides process and firefighting water to several industrial customers on the Samoa Peninsula. Given the significance of this possible failure, the report recommends that the surge tower be demolished and replaced.

The Surge Tower needs to be removed and replaced with a surge control valve such as the CLA-VAL Model 94-01 or other appropriate appurtenance. This would provide the equivalent pressure relief that the Surge Tower provides and could be tied into the existing overflow pipeline.

D. Funding Sources

Funding for this project will be provided from the Federal Emergency Management Agency (FEMA) and the California Office of Emergency Services (CalOES) via the Robert T. Stafford Emergency Assistance and Disaster Relief Act for a FEMA Hazard Mitigation Program project.

E. Selection Process

The District will establish a Selection Committee to review the SOQ submittals received. The Selection Committee will request a price proposal from the most qualified firm/team that is subject to negotiation of a fair and reasonable price. The District's Board of Directors will approve the final proposal.

F. Work to be Completed

The Consultant shall develop the design, plans, specifications, and cost estimates for this project. Required tasks include:

1. Project Management

- 1.1 Attend and document design meetings
- 1.2 Draft correspondence
- 1.3 Manage subcontractors
- 1.4 Maintain project files
- 1.5 Manage and direct overall design and environmental teams

2. Quality Control and Quality Assurance of all work products

3. Grant Administration

- 3.1 Coordinate the FEMA Hazard Mitigation grant administration with FEMA and/or CalOES staff
- 3.2 Ensure scope of the project is consistent with scope defined in the grant applications and/or agreements
- 3.3 Ensure compliance with the grant program requirements and funding agreements
- 3.4 Completion of Quarterly Status Reports for submittal to CalOES documenting progress of the project

4. Preliminary Engineering

- 4.1 Propose demolition process and cost estimate
- 4.2 Propose replacement structure and cost estimate

5. Environmental

- 5.1 Special Studies - Conduct site specific biological survey, wetlands survey, and sensitive habitat survey, as required for NEPA and CEQA and other necessary permits
- 5.2 Cultural Resources Investigation – Conduct cultural resources investigation to identify any cultural resources located in or adjacent to the project area
- 5.3 Phase I Investigation – Complete a limited Phase I investigation to assess whether it is likely that any hazardous materials or impacted soil or groundwater will be encountered during the construction of the proposed project
- 5.4 CEQA Documentation - Prepare the California Environmental Quality Act documentation including an Initial Study, the appropriate CEQA document (which will likely be a Mitigated Negative Declaration), a Mitigation Monitoring Program, and required notices
- 5.5 Studies required by the Coastal Commission, FEMA or CalOES

6. Permitting

- 6.1 Prepare permit applications, coordinate with and respond to requests of the permitting or regulatory agencies, and acquire all necessary permits
- 6.2 The following permits may be required depending on the final design and regulatory jurisdiction:
 - U.S. Army Corps of Engineers Section 404 permit
 - CA Regional Water Quality Control Board Section 401 Certification and NPDES Construction permit
 - Coastal Development Permit

7. Project Design

- 7.1 Review utility records or surveys, geotechnical data, and relevant reports to support project scoping and preliminary engineering
- 7.2 Complete necessary surveying
- 7.3 Conduct necessary geotechnical investigations
- 7.4 Develop design documents including plans, specifications, other necessary bid and contract documents & cost estimates at three stages of completion - 60%, 90% and 100%
- 7.5 Document basis of design

8. Bid Assistance

- 8.1 Distribute and advertise Plans and Specifications for a competitive sealed bid process for project construction
- 8.2 Review and evaluate construction bids for compliance with project specifications. Ensure the low-cost bidder is responsible and responsive (per CA state law), meets the project bond requirements, holds a valid contractor license, is registered with the California Department of Industrial Relations, and is not ineligible for participation in federal assistance programs.
- 8.3 Following review, recommend award to District staff and Board of Directors

9. Inspection and Construction Management Services

- 9.1 Provide inspection and construction observation services to ensure contractor meets obligations of the specifications
- 9.2 Develop agendas and minutes for project construction coordination meetings
- 9.3 Respond to Contractor's Requests for Information
- 9.4 Review and assist District with processing legitimate Change Orders
- 9.5 Review and assist the District with processing Pay Requests
- 9.6 Ensure contractor provides as-built drawings and review for adequacy
- 9.7 Prepare contract closeout documents and file Notice of Completion

G. Consultant Selection Schedule

- | | |
|--|-------------------|
| 1. Issue Request for Qualifications: | January 11, 2017 |
| 2. SOQ Submittal Deadline: | February 8, 2017 |
| 3. Selection Committee review: | February 15 2017 |
| 4. Request proposal from most qualified firm/team: | February 16, 2017 |
| 5. District Board approves award: | March 9, 2017 |

H. Statement of Qualifications

Firms or teams who are interested in providing the consultant services described above are to submit a Statement of Qualifications (SOQ) **not exceeding 30 pages in length** (not including cover letter and table of contents) that includes the following:

- 1. Identification of prime and sub consultants: Include key personnel (those who will provide the majority of the labor hours) and lead persons to be assigned to the project. Please be specific about education and background of the key staff as well as current

and past participation directly with the primary applicant. Short resumes of key participants must be included.

2. Demonstration of firm/team technical competency and firm/team capacity to complete the required work.
3. Provide a minimum of two project descriptions of projects that were completed within the last ten years similar to the Surge Tower project. Please provide a reference name and contact information for the project owner.
4. Demonstration of knowledge of Federal, State and local laws, rules, regulations or ordinances relevant for this project.
5. Demonstration of knowledge of FEMA's Hazard Mitigation Grant program as it relates to this project. Identification of CalOES or FEMA grant administration staff with whom firm/team has worked.
6. A written description of projects recently completed. Be specific regarding projects that are the same, or similar in nature to what is described in this SOQ. Provide contact data for references. Please cross reference key team members to the listed projects.
7. Conceptual approach, and schedule for services requested.
8. Present workload and staff availability.
9. List any potential conflicts of interest and a strategy for negating them.

Applicants shall submit two bound copies of their SOQ, one unbound copy, and one electronic pdf copy on a CD or flash drive.

I. Selection Criteria

The District's Selection Committee will evaluate all submitted SOQs in accordance with the criteria stated below. The District reserves the right to request interviews of the top ranks firms. The Selection Committee will decide which applicant will be invited to submit a proposal. The Selection Committee may also elect to select a consultant team based upon the SOQ submittals. Evaluation and selection criteria will include the following:

1. Consultant firm or team's qualifications and experience on similar projects, including transmission-level water infrastructure, design of industrial pressure relief appurtenances and demolition of industrial steel structures – 20 points
2. Qualifications and experience of the project manager and key personnel – 20 points
3. Consultant's understanding of the project and conceptual approach – 20 points
4. Consultant's experience with FEMA Hazard Mitigation Grant Program, including working successfully with grant administration staff – 20 points
5. Consultant Team's present workload and staff availability – 5 points
6. Consultant Team's ability to meet established project schedule – 5 points
7. References for prime and key sub consultants – 5 points
8. Consultant Team's ability to negate any identified conflicts of interest – 5 points

J. Submittal Deadline

Applicants who are interested in providing the services for this project are required to submit a Statement of Qualifications no later than 4:00 pm on February 8, 2017. All SOQs and materials submitted in response to this RFQ will become the property of the District and will not be returned. The District is not responsible for any costs incurred in the preparation of a response to this RFQ. Please submit the SOQ to:

Paul Helliker
General Manager
Humboldt Bay Municipal Water District
828 7th Street
Eureka, CA 95501-1114

Receipt in the above office must be by the deadline regardless of postmark.

RFQ Distribution List - see attached Appendix A

Firms that were sent RFP

Atlas Engineering
Baird Engineering
GHD
LACO & Associates
Manhard Consulting, Inc.
Omsberg & Preston
Ontiveros & Associates
Oscar Larson & Associates
Penfold Engineering
SHN
Whitchurch Engineering
Greenway Partners
Pacific Affiliates
Planwest Partners
Points West Surveying Company
Streamline Planning

Enter the ISO Project Number or type NEW to create a new project: 16GEN1592
 (Replace the word NEW with the ISO project number after receipt. Use this form to make updates to the project once created)

Fill in all fields, except for existing Qualifying Facilities where indicated, and email this form to NRI@CAISO.com. If submitting the form to create a new project, please include "New Project" in the email subject line and filename. An internal ISO tracking number will be assigned by NRI upon project creation.

All fields must be filled in, additional fields for Natural Gas Combustion Turbines complete section 8 A-E .

For **RIG Reconfiguration, Meter Replacement and Meter Maintenance Project Types** please fill out rows 1, 2A- 2G, 3A-C, 6A, 7A-C only.

The following characters are **not** allowed in any filename: ~ # % & @ * { } ; < > ? \ | () [] - _

1	Project Type:	Existing QF See below for definitions of project types*
2	<u>Project Contact Name and Authorized Contact(s) for the Resource</u>	
A	Project Contact Name:	Paul Helliker Shall be the resource owner. A consultant or third party is not an acceptable contact. Consults and third party contacts can added using the email field below.
B	Project Contact Phone Number:	7074435018
C	Authorized Contact(s) Email Addresses:	rtroha@trimarkassoc.com; helliker@hbmwd.com; supt@hbmwd.com; friedenbach@hbmwd.com You may list multiple email addresses with a semi colon ":" between them. Only these email addresses are authorized to submit files and receive project updates.
D	Full Legal Name of Company/Entity:	Humboldt Bay Municipal Water District Per Secretary of State Business License.
E	Legal Address of Company/Entity:	Street:828 7th Street City: Eureka State:CA Zip Code:95501
F	Resource Name (facility; unit; project name): (Resource ID will not be accepted as a proper name)	Matthews Dam Hydro Project This is the resource name that will be used in the CAISO Master File and in Regulatory Contracts and is subject to CAISO approval. See resource naming guidelines found in the NRI Guide or contact RegulatoryContracts@caiso.com for approval.
	<u>Energy Information Administration (EIA) Data</u>	EIA Plant Code EIA Generator ID EIA Plant Code: The EIA Plant Code as generated and provided by the EIA. EIA Generator ID: The generator ID supplied to the EIA. This ID must be uniquely defined within a plant.
G	Project Description:	The project is an existing 2 MW hydroelectric facility located just below the R. W. Matthews Dam in Trinity County California Provide an explanation of the project. Meter Replacement include CAISO meter device ID's
3	<u>Generator Information</u>	
A	PTO/UDC (transmission/utility owner):	PGAE (If not listed please pick closest)
B	<u>Net Output</u> Generation MW for this Resource:	2 Note: May not exceed the Interconnection Agreement studied MW value.
C	Fuel Type or Mixed Fuel:	Hydro If project type is Load, choose Fuel Type of Load Choose Additional fuel type for a mixed fuel resource: Select One
D	Point of Interconnection:	PG&E Low Gap distribution circuit #1101, approximately 8 miles south of PG&E Low Gap substation The more detailed information provided here will expedite the modeling.
E	Connection Voltage:	12000 Connection at the utility substation or tap
F	Nearest 60kV or Up Substation Name:	Low Gap 115 kV substation (Can be pole/tower number, bank/bay number, and location name of a tap)
G	Generator Interconnection Agreement?	<ul style="list-style-type: none"> If 2-party, enter Agreement number below (i.e. WDAT Number, Rule 21 Number, etc.) If 3-party, look-up CAISO Queue Position number here and enter Queue # below, if multiple Queue numbers apply to this project separate with a comma. Three party QF please enter Queue Management project number in the number field. If Dynamic or Pseudo Generator choose the same Agreement and Project Type
	Agreement Type: 2-party	
	Enter number here: PGE Log 19H051	
	<input type="checkbox"/> Check if battery storage is not exceeding 3-party MW studied amount and is sharing a 3-party generation interconnection line	
H	Ancillary Services	<input type="checkbox"/> Yes Spin <input type="checkbox"/> Yes Non-spin <input type="checkbox"/> Yes Automatic Generation Control (AGC): Note: Leave boxes unchecked if not participating in Ancillary Services.
4	<u>Resource Address and GPS Information</u>	
A	Address: 40 Lower Westside Road City: Ruth State: CA Zip Code: 95526 County: Trinity Control Room Phone #: 7078222918	
B	Latitude and Longitude Coordinates:	Lat: 40.36979 Lon:-123.43457
5	<u>Scheduling Coordinator (SC) Information</u>	
A	Name: PGAE Day-Ahead Operations SCID: PCG2 Email: DAEnergy@pge.com Phone: 4159731971 SC Association Effective Date: 1/1/1988 (Format M/D/YYYY)	
6	<u>Estimated Dates</u>	
A	Implementation Date:	5/1/2017 (format M/D/YYYY) Enter a valid date only. If the generator resource is an existing site or Qualifying Facility enter the termination date (at midnight) of the existing power purchase agreement. **Date must be at LEAST 203 days out from the day project is submitted to NRI for project creation.**
B	Commercial Operational Date:	5/1/2017 (format mm/dd/yy) Enter a valid date only (Existing Qualifying Facilities and Dynamic resources will have the same date for COD as Implementation Date)
7	<u>RIMS and Regulatory Contracts Info</u>	
A	Primary Contact:	First Name:Paul Last Name:Helliker Title:General Manager Organization Name:Humboldt Bay Municipal Water District Email Address:helliker@hbmwd.com Phone Number:7074435018
B	Secondary Contact:	First Name:John Last Name:Friedenbach Title:Business Manager Organization Name:Humboldt Bay Municipal Water District Email Address:friedenbach@hbmwd.com Phone Number:7074435018

C
Signatory Contact:
(Authorized signatory of legal entity)

 First Name:Paul Last Name:Helliker Title:General Manager
 Organization Name:Humboldt Bay Municipal Water District
 Email Address:helliker@hbmwd.com Phone Number:7074435018

8	Gas Burn Reporting	Definition
A	Gas Company Meter Name	This is the meter gas companies use to identify the gas service to one or more generation resources/plants, from business perspective. A gas customer meter name must be unique among the gas customer meter names within Master File.
B	Gas Company Name	Select One This is the long official name for Gas Company
C	Gas Service Area	Select One This is the Gas Service territory in which the gen resource is located. Example So Cal Gas Company has two gas service territories: SDG&E and So Cal Gas.
D	Gas Forecast Zone	Select One This is the zone defined by Gas Companies to provide meaningful gas burn forecast ISO sends to gas company for 2 Day Out and Day Ahead to provide estimate of gas usage one and two days ahead of gas trading day.
E	Gas Transmission Zone	Select One This is the zone defined by Gas Companies to identify and implement gas curtailment groups to be utilized when reliability issues arise on the gas system that require mitigation actions.

New Business

To: Board of Directors
From: Sherrie Sobol
Date: March 2, 2017
Subject: Joint Board Meeting with Ruth Lake CSD

The District has a long tradition of conducting annual joint meetings of the Boards of Directors of the Humboldt Bay Municipal Water District (HBMWD) and the Ruth Lake Community Services District (RLCSD). The purpose of these meetings has been to discuss issues that are of mutual interests to both Districts.

After the Joint Board Meeting, a brief meeting of our Emergency Action Plan (EAP) plan holders is held. This satisfies the requirements by the Federal Energy Regulatory Agency (FERC) to have face-to-face meetings with emergency responders on our (EAP) contact list

Proposed dates for the Joint Board Meeting include June 23, June 30 or July 7. RLCSD will reviewing the dates as well at their meeting the evening of March 9th.

We are hoping all Board members will be able to attend as there will be new people to meet at Ruth Lake CSD (and for them on our Board) and it is beneficial for new Board members to see the Ruth facilities. Margaret Kiser retired in December and Steve Canale is retiring this month.

Please be prepared to discuss your availability for the above mentioned dates. I will coordinate with RLCSD to schedule the meeting and let you know when we have scheduled the meeting.

To: Board of Directors
From: John Friedenbach
Date: March 2, 2017
Subject: CSDA Membership

Background

HBMWD is both a water agency and a Special District. The Association of California Water Agencies (ACWA) and the California Special Districts Association (CSDA) are both good organizations that offer valuable training, legislative and advocacy support, and other valuable information to our industry. Attached is information on ACWA as well as CSDA.

HBMWD is a current member of ACWA and has never been a member of the CSDA. The District's annual 2017 fee for ACWA membership is \$13,360. The District's annual membership fee for CSDA would be \$6,485. CSDA is currently offering a free 90-Day Trial Membership. President Woo asked staff to look into the membership fee given that the Board may want to weigh in on possible membership.

ACWA/JPIA offers many professional development opportunities, including in the classroom, webinar, at conferences and on site. Mr. Friedenbach was in the first graduating group of Leadership Essentials in the Water Industry.

The CSDA also offers educational opportunities which the District has utilized. Board members have attended: How to be an Effective Board Member workshops, the General Manager will be attending the General Manager Leadership Summit and the Board Secretary has attended the Board Secretary Conference and Certificate Program and Continuing Education. The CSDA offers member and non-member rates for their training. Had the District been a member of CSDA, the total savings for the three CSDA courses mentioned above would have been \$640.

Recommendation

Staff recommends the District sign up for the 90-day trial membership and take advantage of the \$300 savings for the upcoming General Manager Leadership summit. Staff does not recommend continuing the membership with CSDA as the cost savings in the professional training do not justify the annual membership fees. ACWA is specifically for water agencies and has and continues to provide excellent member benefits.

Sherrie Sobol

From: Neil McCormick <neilm@csla.net>
Sent: Monday, February 27, 2017 10:00 AM
To: Sherrie Sobol
Subject: Save \$\$ with CSDA Trial Membership

If this email does not display properly, please view our [online version](#).
 To ensure receipt of our email, please add 'CSDA@informz.net' to your address book.

A SPECIAL DISTRICT ALERT

**California Special
 Districts Association**
Districts Stronger Together



Professional Development Programs with Trial Membership Savings

Are you getting the training and information you need to excel in your role at Humboldt Bay Municipal Water District? Are your board and staff fully informed and compliant with required trainings? California Special Districts Association (CSDA) offers a host of convenient inexpensive educational opportunities designed especially for agencies like yours.

CSDA is now offering a free 90-day Trial Membership to select agencies. Here is a sampling of how our trial members can save:

\$90 savings on Special District Legislative Days in May
 \$315 savings on General Manager Leadership Summit in June
 \$300 savings on Special District Leadership Academy Conference in July

In addition, you'll save \$30 on every webinar: topics ranging from records retention, to understanding property taxes, to required ethics compliance and sexual harassment prevention training.

Hundreds of agencies turn to CSDA for high-quality professional development programs. Now here's your chance to give CSDA member benefits a try!

Simply click [here](#) for full details and the application form to get trial member benefits for your entire board and staff. The trial member benefit period is from April 1 - June 30, 2017 and is available only to special districts. You must sign up before April 1, 2017 to receive benefits for the full 90 days.

[Apply online today!](#)

Questions? Contact the Member Services Department at 877.924.2732 or annap@csla.net.

California Special Districts Association | 1112 I Street | Suite 200 | Sacramento, CA 95814



If you prefer not to receive any further email from CSDA, please [unsubscribe here](#). Please note: unsubscribing from individual mailings will unsubscribe you from all mailings, including the CSDA e-News - one of CSDA's major benefits and sources of news to our members.


**California Special
Districts Association**
Districts Stronger Together

REGULAR MEMBER APPLICATION

VOTING MEMBERSHIP – Independent Special Districts (as defined by Government Code section 56044) and/or public agencies whose legislative body is composed of representatives from two or more public agencies. Excludes dependent districts, JPAs, and county and city agencies (may apply as Associate members).

Main Contact Name:		
Title:		
Email:	Phone:	
District Name:		
Mailing Address:		
City:	State:	Zip:
Physical Address:		
City:	State:	Zip:
Referred By:		

2017 CSDA ANNUAL MEMBERSHIP DUES

Dues are based on the district's annual operating revenue/income as of June 30, 2016. Only one-time grants or straight pass-through funding should be excluded. Any funding used to support agency operations such as payroll and other administrative expenses should be included. Refer to chart below to determine dues category. CSDA dues are subject to change by majority vote of the CSDA Board of Directors.

DUES TABLE (please check operating revenue)

OPERATING REVENUE	REGULAR DUES	OPERATING REVENUE	REGULAR DUES
<input type="checkbox"/> \$50k or lower	\$159	<input type="checkbox"/> \$500 - \$625k	\$1,622
<input type="checkbox"/> \$50 - \$75k	\$240	<input type="checkbox"/> \$625 - \$750k	\$1,740
<input type="checkbox"/> \$75k - \$100k	\$398	<input type="checkbox"/> \$750 - \$1MM	\$2,496
<input type="checkbox"/> \$100 - \$150k	\$556	<input type="checkbox"/> \$1MM - \$1.25MM	\$3,208
<input type="checkbox"/> \$150 - \$200k	\$872	<input type="checkbox"/> \$1.25MM - \$1.5MM	\$3,888
<input type="checkbox"/> \$200 - \$250k	\$947	<input type="checkbox"/> \$1.5MM - \$1.75MM	\$4,551
<input type="checkbox"/> \$250 - \$300k	\$1,022	<input type="checkbox"/> \$1.75MM - \$2.0MM	\$5,272
<input type="checkbox"/> \$300 - \$350k	\$1,210	<input type="checkbox"/> \$2.0MM - \$5 MM	\$6,026
<input type="checkbox"/> \$350 - \$425k	\$1,318	<input checked="" type="checkbox"/> > \$5Million	\$6,485
<input type="checkbox"/> \$425 - \$500k	\$1,477		

PAYMENT (Credit card Payments – may be submitted by mail or fax to 916-442-7889)

<input type="checkbox"/> CHECK <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMERICAN EXPRESS	
Account Name:	Account Number:
Expiration Date:	Authorized Signature:
AMOUNT: \$	

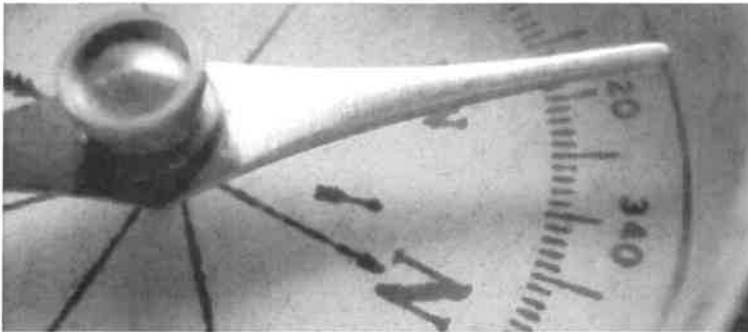
Please return this form with dues investment to CSDA Member Services, 1112 I Street #200, Sacramento CA 95814. Additional information will be requested to complete your agency's new member file. QUESTIONS? Contact CSDA Member Services at 877.924.2732 or cathrinel@cdda.net.

OBRA 1993 prohibits taxpayers from deducting, for federal income tax purposes, the portion of membership dues that are allocable to the lobbying activities of trade organizations. The nondeductible portion of your dues is estimated to be 8%.

Core Benefits

Home (<http://www.csdanet.org>) » Membership (<http://www.csdanet.org/csdanet-membership/>) » **Core Benefits**

CSDA's Core Benefits are designed to meet the specific needs of special districts in California.



Your Voice in the Capitol

CSDA is the one association that provides a strong voice for all independent special districts in California.

- **Legislative Advocacy** – CSDA is the only voice in the Capitol that represents and fights for all California special districts, regardless of services provided or affiliation with other organizations. CSDA's legislative advocate and in-house legislative staff review and monitor every bill introduced into legislation for its potential impact on California's special districts.
- **Influence** – CSDA participates in a number of coalitions and working groups to ensure that special districts have a strong voice in state and local government decision making.
- **Revenue Protection** – CSDA works hard each year to defeat attempts to raid special district revenues.
- **Weekly Legislative Updates** – CSDA keeps you informed by sending out crucial legislative updates on a weekly basis via the CSDA e-News.
- **Legislative Committee** – CSDA's Legislative Committee members represent a wide variety of district types and sizes.
- **Special Districts Legislative Days** – CSDA's annual Special Districts Legislative Days provides updated information on legislation and public policy as well as coordinates legislative visits for your board and staff.

Cost Saving Programs

- **CSDA Finance Corporation** – Tax-Exempt Municipal Financing
- **Special District Risk Management Authority** – Workers' Compensation, Property & Liability and Health Coverages

Stay Connected & Informed

CSDA provides a myriad of benefits to help your special district stay apprised of the issues and changes affecting your district.

- **California Special District magazine** – CSDA's bi-monthly magazine, *California Special District*, helps keep your district informed with the most current news from across the state. Feature articles in the magazine offer critical information regarding and affecting special districts.
- **CSDA e-News** – CSDA's weekly email publication keeps your special district up-to-date with weekly legislative updates, current CSDA educational offerings, and other time sensitive material important to your district's operations.
- **CSDA Website and Members Section** – CSDA's Members Section website houses tools and information useful to any and every special district. Features include:
 - Daily updates of special district news from across the state, tailored to your district
 - Direct contact information for YOUR legislators
 - Comprehensive legislative information that affects your district
 - A customized system that allows Calls to Action on legislation to appear only if they apply to your district
 - Pending bills, legislation and CSDA's current bill positions

- Local contact information for media representatives in your region
- Membership tools allowing you to register for events, order publications and update your district information
- And much, much more!
- **Listserv** – CSDA's email Listserv provides a convenient, fast and easy way for CSDA members to discuss issues of importance to special districts, share relevant information, and get answers to questions from those most qualified to answer: people who have been through the same experiences.

Educate your Board and Staff

CSDA is the only association that offers educational opportunities designed specifically for independent districts of all sizes and types.

- **Special District Leadership Academy (SDLA)** – CSDA's Leadership Academy is the recognized leader in governance training for district directors and trustees, endorsed by eight other special district associations. Special District Leadership Academy Courses are available as standalone modules or over the course of one two and a half day conference.
- **Special District Board Secretary/Clerk Conference** – Offers premiere training for board secretaries and clerks. First time attendees can earn their Special District Board Secretary/Clerk Certificate and attendees are encouraged to come back year after year for exciting new breakout sessions tailored to the board secretary/clerk position.
- **General Manager Leadership Summit** – a leadership conference for general managers and other management staff in special districts that occurs each summer. Attendees are able to access sessions that offer specific information & content to your position and network with others that hold your same position and take home ideas that you can immediately apply to your district.
- **Annual Conference & Exhibitor Showcase** – Each fall CSDA brings together leading subject and policy experts, business partners and vendors for three days of educational and networking opportunities for board members and staff.
- **Board Member Training** – CSDA offers this unique workshop designed by special districts for special districts to provide both the new and seasoned board member a solid understanding of the role of a board member and the laws by which a board member must abide.
- **Webinars** – CSDA offers over 30 webinars each year, some at no charge, that provide you and your district easy access to the best in special districts education right at your desk.
- **Workshops** – CSDA offers training throughout California designed to enhance the knowledge-base of your district's directors and staff.

Enhanced Benefits & Services

- **Bookstore discounts** – CSDA members receive significant savings on various publications offered through CSDA's Bookstore. Some of these publications include:
 - CSDA Sample Policy Handbook
 - Open & Public IV – A User's Guide to the Ralph M. Brown Act
 - Special District Administrative Salary & Benefits Survey
 - A Local Officials Reference on Ethics Laws
 - Everyday Ethics for Local Officials
 - Special District Reserve Guidelines
- **Free Legal Advice** – CSDA offers each member one hour of free legal advice each year to help in resolving any legal issue or question. CSDA's legal counsel has been representing special districts for many years and is well versed in helping special districts in a variety of areas.
- **Hardworking & Dedicated Staff** – CSDA's staff are fully motivated and working hard every day of the week to represent you and ensure your success as a special district. CSDA's staff is focused on member services; we're here for you!

Top of Page

**NEED FINANCING FOR DISTRICT
UPGRADES OR EQUIPMENT?**

CSDA FINANCE CORPORATION



(<http://www.csdafinance.net/>)

STREAMLINE



Get a free demo of the website tool
designed just for special districts.
(916) 900-6619 | getstreamline.com

(<http://www.getstreamline.com>)

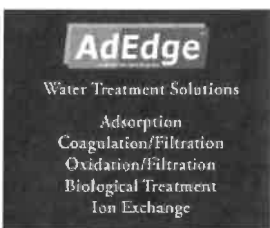
Membership

- Advertise With Us (<http://www.csda.net/csda-membership/advertise-with-us/>)



About ACWA

- ▶ [ACWA Board of Directors](#)
- ▶ [ACWA Leadership](#)
- ▶ [ACWA Committees](#)
- ▶ [ACWA Regions](#)
- ▶ [Calendar](#)
- ▶ [FAQ](#)
- ▶ [How to Join](#)
- ▶ [Member and Staff Directory](#)



ACWA eNews

Stay informed with our ACWA Enews!

Email: *

Home > About ACWA

About ACWA

The Association of California Water Agencies (ACWA) is the largest statewide coalition of public water agencies in the country. Its 430 public agency members collectively are responsible for 90% of the water delivered to cities, farms and businesses in California.

A Proud History, a Clear Mission

ACWA was formed in 1910 by five irrigation districts. Originally known as the Irrigation Districts Association (IDA), members voted in 1973 to rename the group the Association of California Water Agencies to better reflect its changing role in California.

ACWA's mission is to assist its members in promoting the development, management and reasonable beneficial use of good quality water at the lowest practical cost in an environmentally balanced manner.

In fulfilling its role, ACWA identifies issues of concern to the water industry and the public it serves; accumulates and communicates the best available scientific and technical information to the public and policy makers; facilitates consensus building; develops reasonable goals and objectives for water resources management; advocates sound legislation; promotes local service agencies as the most efficient means of providing water service; provides additional services of value to its members; and fosters cooperation among all interest groups concerned with stewardship of the state's water resources.

- ▶ [Read a fact sheet about ACWA](#)
- ▶ [Read ACWA's 2016 priority goals](#)
- ▶ [Read about ACWA's Reorganization and Revitalization](#)
- ▶ [Read ACWA's Bylaws](#)
- ▶ [Read ACWA's 2015 Year in Review, "A Game-Changing Year"](#)
- ▶ [Read policy principles adopted by ACWA's Board of Directors on a number of key topics](#)

Fiscal Accountability

ACWA has multiple checks and balances to maintain integrity and transparency in all aspects of its operations. The association's annual budget and compensation levels are established according to Board-adopted policies and guidelines.

- ▶ [Read a fact sheet about ACWA's budget and compensation process](#) (October 2010)
- ▶ [Read Frequently Asked Questions about ACWA's 2015 budget and the ACWA Dues Billing](#)

Investing in a Sustainable Water Future

ACWA has taken a strong policy position to support comprehensive solutions to California's water problems. In 2005, ACWA issued a major water policy document that called for a comprehensive suite of investments and actions to ensure the state has the water supply system it will need in the coming decades. The document, titled "No Time to Waste: A Blueprint for California Water," was developed with input from ACWA member agencies throughout the state.

Since the release of the Blueprint in 2005, ACWA has worked to focus the statewide policy debate on the need to improve the sustainability of our statewide water supply and system. ACWA believes investments in our statewide infrastructure, including improvements in water storage capacity and the way water is conveyed through the Sacramento-San Joaquin River Delta, are needed to allow California to meet the co-equal goals of environmental health and a reliable water supply.

In addition, the Blueprint called for investments in local resource development strategies such as water use efficiency, water recycling, groundwater storage and desalination.

Leadership and Member Assistance

With its diverse membership and long track record, ACWA occupies a unique niche in California water policy. ACWA engages on an array of legislative and regulatory issues to promote a more reliable and sustainable water system.

- Subscribe
- Unsubscribe

Save



It also works hard to assist its members as they implement local resource programs and respond to challenges such as climate change. In addition, ACWA undertakes focused policy initiatives aimed at protecting members' pocketbooks, promoting local management of groundwater basins, protecting water rights and promoting regulatory decisions that facilitate member interests. ACWA is actively working to advance the following policy goals:

- ▶ A comprehensive water solution that includes improved Delta conveyance as well as additional water storage, both above ground and below ground.
- ▶ Delta solutions that improve the sustainability of our water system, address potential local impacts, increase water supply reliability, enhance water quality and address other Delta stressors.
- ▶ Investments in local resource development programs such as water use efficiency, water recycling, groundwater storage and management, and technologies such as desalination.
- ▶ Strategies to help ACWA members adapt to climate change and reduce carbon emissions and save ratepayer dollars.
- ▶ Protection of member agencies' funding sources.

About ACWA

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Member Services

- Benefits & Insurance
- ACWA Conferences and Events
- Preferred Providers
- Products & Publications
- Awards
- Scholarships
- Classified Ads
- Translated Tier 1 Notices

News

- Water News
- News Releases
- ACWA eNews
- Digital ACWA News
- Voices on Water
- Photo Gallery
- Member-Sourced News

Advocacy

- Current Issues
- Federal Relations
- ACWA Policy Principles
- ACWA's Outreach Program

Water Information

- Climate Change
- Conservation
- The Delta
- Energy
- Groundwater
- Water Quality
- Water Recycling
- Water Supply Challenges
- Find your Local Water Agency
- Web Resources

ACWA Spotlight

- Water for Tomorrow
- Save Our Water
- California's Water
- No Time to Waste
- Value of Water

Contact Us

- Map and Directions
- Staff Directory
- Email Us

RESOLUTION 2017-04

Resolution of the Humboldt Bay Municipal Water District
Concurring in Nomination of *Melody Henriques-McDonald* for a position
on the Executive Committee of the Association of California Water
Agencies Joint Powers Insurance Authority (ACWA/JPIA)

WHEREAS, this district is a member district of the ACWA/JPIA; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's Executive Committee, three member districts must concur with the nominating district; and

WHEREAS, another ACWA/JPIA member district, the San Bernardino Valley Water Conservation District, has requested that this district concur in its nomination of its member to the Executive Committee of the ACWA/JPIA;

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Humboldt Bay Municipal Water District that this district concurs with the nomination of Melody Henriques- McDonald of the San Bernardino Valley Water Conservation District to the Executive Committee of the ACWA/JPIA.

BE IT FURTHER RESOLVED, that the District Board Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA.

Adopted and approved this 9th day of March 2017 by the following roll call vote:

AYES:

NOES:

ABSENT:

Attest:

Sheri Woo, President

J. Bruce Rupp, Secretary/Treasurer



Established 1932

1630 West Redlands Boulevard, Suite A
Redlands, CA 92373-8032
(909) 793-2503
Fax: (909) 793-0188

Email: info@sbvwcd.org
www.sbvwcd.org

January 31, 2017

H.B.M.W.D. FEB 13 2017

J. Bruce Rupp
Humboldt Bay Municipal Water District
P.O. Box 95
Eureka, CA 95502-0095

Dear J. Bruce Rupp,

The Board of Directors of the San Bernardino Valley Water Conservation District has nominated its Vice-President, Melody A. McDonald, to continue in her position on the ACWA/JPIA Executive Committee. Enclosed is a certified copy of SBVWCD Resolution No. 542 nominating Mrs. McDonald for ACWA/JPIA Executive Committee.

Melody currently serves on the ACWA/JPIA Executive Committee, Personnel Committee, Chairs the Liability Program Subcommittee, served on the Building & Property Ad Hoc Committee, and was past chair of the Property & Workers Compensation Program Subcommittees. Melody has an institutional knowledge of all of JPIA's programs, their history, how coverage's evolved for the JPIA membership and has helped the organization grow to 188 Million in assets. Melody participates in training at various JPIA members facilities; she has personally visited and presented rate stabilization fund refund checks back to JPIA members totaling over 25 Million, since the inception of the fund. This year, JPIA has held nearly 400 training classes resulting in more than 7,700 employees receiving training. Melody believes the best claim is the one that never happened, and that there is a direct correlation between risk management, training, and minimizing losses. She pursues all her duties with a strong sense of commitment and dedication. Enclosed is her Statement of Qualifications.

The District respectfully requests your organization consider adopting a concurring resolution of nomination in support of Mrs. McDonald. Enclosed is a sample concurring resolution for your consideration in support of her nomination or it can be found at <http://www.acwajpia.com/ElectionNews.aspx>. Since time is of the essence, and that this will require Board action, please include this on your agenda for your next Board meeting. Please send a certified copy to:

ACWA/JPIA
Attention: Sylvia Robinson
P.O. Box 619082
Roseville, CA 95661-9082

and

San Bernardino Valley Water Conservation District
Attention: Athena Monge
1630 W. Redlands Blvd. Ste "A"
Redlands, CA 92374

This resolution must be received by ACWA/JPIA no later than 4:30 pm Friday March 24, 2017.

Sincerely,

Daniel B. Cozad
General Manager

BOARD
OF
DIRECTORS

Division 1:
Richard Corneille
Division 2:
David E. Raley

Division 3:
T. Milford Harrison
Division 4:
John Longville

Division 5:
Melody McDonald

GENERAL
MANAGER

Daniel B. Cozad



Melody.sbvwd@gmail.com

**Melody
Henriques-McDonald**

P.O. BOX 30197
SAN BERNARDINO, CA 92413

*(909) 793-2503 District
(909) 499-5175 cell
(909) 383-1122 fax*

Like @ <https://www.facebook.com/Melody4Water>

Candidate for:

**ACWA JPIA
EXECUTIVE COMMITTEE
(Incumbent)**



Melody & Board receiving, District of Distinction Award, the highest governance and best practices accreditation possible.

Left, Kathleen Tiegs, Special Districts Board Member & ACWA Vice-President presenting.

ASSOCIATIONS

Member, Board of Directors of the San Bernardino Valley Water Conservation District (Elected), Past President, & currently Vice-President, 1991 originally appointed, and first woman on the board

Member, Executive Committee ACWA/JPIA

Chair, JPIA Liability Program Committee

Director, ACWA/Joint Powers Insurance Authority

Voting Member, Association of the San Bernardino County Special Districts

Over the 25 + Years, Experience in the Water Industry includes:

Past Member, (CWA) California Women for Agriculture

Past Member, ACWA Water Management Committee

Past Member, ACWA State Legislative Committee

Chair & Vice-Chair, JPIA Property & Workers Compensation Programs

Member, Board of Directors ACWA, Region 9 Chair

Chair, Water Management Certification Subcommittee

Chair, California Water Quality Control Board, Santa Ana Region
8 Years of service, Gubernatorial Appointment

CURRENT EMPLOYMENT

Southwest Lift & Equipment, Inc. (Heavy Duty Vehicle Lifts)
Broker/Associate, Century 21 Lois Lauer Realty

PROFESSIONAL ASSOCIATIONS & LICENSES

Redlands Association of Realtors
California Real Estate Broker's License
Arizona Real Estate Broker's License

ORGANIZATIONS AND SOCIETIES

Highland Chamber of Commerce
San Bernardino Chamber of Commerce
Immanuel Baptist Church Highland, CA
BSF International

EDUCATION

San Gorgonio High School, 1976
Western Real Estate School, 1989
Graduate, Special Districts Board Management Institute,
1997

RESOLUTION NO. 542

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN BERNARDINO VALLEY WATER CONSERVATION DISTRICT
NOMINATING ITS ACWA/JPIA BOARD
MEMBER TO THE EXECUTIVE COMMITTEE
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
JOINT POWERS INSURANCE AUTHORITY ("ACWA/JPIA")**

WHEREAS, this District is a member district of the ACWA/JPIA that participates in all four of its Programs: Liability, Property, and Workers' Compensation; and Employee Benefits; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's **Executive Committee**, the member district must place into nomination its member of the ACWA/JPIA Board of Directors for such open position;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Bernardino Valley Water Conservation District that its member of the ACWA/JPIA Board of Directors, Melody McDonald, be nominated as a candidate for the **Executive Committee** for the election to be held on May 8, 2017.

BE IT FURTHER RESOLVED that the ACWA/JPIA staff is hereby requested, upon receipt of the formal concurrence of five other member districts to effect such nomination.

BE IT FURTHER RESOLVED that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA at P.O. Box 619082, Roseville, California 95661-9082, forthwith.

ADOPTED this 11th day of January, 2017.



President, Board of Directors

ATTEST:


Secretary

RESOLUTION 2017-06

Resolution of the Humboldt Bay Municipal Water District
Concurring in Nomination of *David Drake* for a position on the Executive
Committee of the Association of California Water Agencies Joint Powers
Insurance Authority (ACWA/JPIA)

WHEREAS, this district is a member district of the ACWA/JPIA; and

WHEREAS, the Bylaws of the ACWA/JPIA provide that in order for a nomination to be made to ACWA/JPIA's Executive Committee, three member districts must concur with the nominating district; and

WHEREAS, another ACWA/JPIA member district, the Rincon del Diablo Municipal Water District, has requested that this district concur in its nomination of its member to the Executive Committee of the ACWA/JPIA;

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Humboldt Bay Municipal Water District that this district concurs with the nomination of David Drake of the Rincon del Diablo Municipal Water District to the Executive Committee of the ACWA/JPIA.

BE IT FURTHER RESOLVED, that the District Board Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA/JPIA.

Adopted and approved this 9th day of March 2017 by the following roll call vote:

AYES:

NOES:

ABSENT:

Attest:

Sheri Woo, President

J. Bruce Rupp, Secretary/Treasurer

Board of Directors

James B. Murtland, President
Erin R. Lump, Vice President
David A. Drake, Treasurer
Dr. Gregory M. Quist, Director
Diana L. Towne, Director



*A Public Agency Serving the
Greater Escondido Valley Since 1954*

SECTION J4 PAGE NO. 2
General Manager
Greg Thomas
Board Secretary
Wanda Cassidy
General Counsel
Redwine and Sherrill

February 7, 2017

H.B.M.W.D. FEB 13 2017

Re: Nomination of David A. Drake to the ACWA/JPIA Executive Committee

Dear Fellow ACWA/JPIA Member:

On February 14, 2017 the Rincon del Diablo Municipal Water District Board of Directors will adopt Resolution No. 2017-02 nominating Director David A. Drake for the position of ACWA/JPIA Executive Committee. We are formally requesting your support of Director Drake's nomination through the adoption of a concurring resolution from your agency.

Director Drake has represented Rincon del Diablo Municipal Water District on ACWA/JPIA since 2006 and currently serves on the JPIA Executive and the Workers Compensation Committees. As a current committee member, Director Drake has a clear understanding of how ACWA/JPIA works and is committed to improving processes in order to provide quality insurance and benefits to our agencies at the lowest possible cost.

Attached is a sample concurring resolution in support of David Drake's nomination, as well as his qualifications. As you can see from the attached background information, Director Drake is currently serving on ACWA/JPIA and is well qualified for this position. All concurring nominations must reach the JPIA office to the attention of Sylvia Robinson at P.O. Box 619082, Roseville, CA 95661-9082 by 4:30 p.m. on Friday, March 24, 2017. The elections for ACWA/JPIA Executive Committee will be held May 8, 2017. If you have any questions, please feel free to contact me.

Thank you for your consideration. Please don't hesitate to contact me at 760-644-5379 with any questions.

Sincerely,

A handwritten signature in blue ink that reads "G. Thomas".

Greg Thomas
General Manager

Attachments:

- David Drake ACWA/JPIA Qualifications for the Executive Committee
- Copy of Rincon Water Resolution No. 17-02 nominating David Drake for ACWA/JPIA
- Sample Concurring Resolution

David A. Drake
ACWA/JPIA Qualifications for the Executive Committee



Current Responsibilities

Mr. Drake has served the Rincon del Diablo MWD ratepayers since 2006 as the Director for Division 2. He currently serves as the Treasurer of the Board for Rincon Water, is past President for 2014-2016, and is also a member of the Emergency Preparedness/Fire Services and the Audit Committees, in addition to previously serving on the Engineering and Long Range Planning Committee. In addition, Director Drake has represented Rincon Water to the ACWA/JPIA since 2006, and currently serves on the JPIA Executive and the Workers Compensation Committees. As an Executive Committee member, he has encouraged more detailed analysis and reconciliation of large health care invoices thereby avoiding unnecessary expenses. He has submitted improvements for the application process to the Liability Program, and has promoted development of an "early warning system" for districts at risk.

Past Service

- As a member of the Rincon Water Ad Hoc Committee, assisted in the negotiations for adjusting health care coverage, and reducing overall District costs, for current and retired Rincon employees
- Past Chair of the City of Escondido Planning Commission
- Served on the City of Escondido's Franchise Commission and General Plan Committee
- Represented the City of Escondido to the San Diego County Water Authority for nine years, wherein he served on the SDCWA Engineering and Administrative/Finance Committees
- Served as the San Diego FBI InfraGard President during 2004-2006

Employment

Currently, Vice President of SmartCover Systems, in Escondido focusing on water system risk and cost reduction. In February 2017, SmartCover Systems will be celebrating twelve years of service to the water and wastewater industries. During this time SmartCover Systems purchased over \$250,000 in commercial insurance.

- Pointsource Technologies, Inc. - Vice President of Engineering 2001-2005
- SAIC - Internet Services Architect 1997-2001
- Mitchell International - Vice President and Chief Information Officer 1993-1997
- Digital Equipment Corporation - San Diego Software Unit Manager 1985-1993
- Oak Industries - Manager of Engineering 1979-1985
- Jet Propulsion Laboratory – Member of the Technical Staff 1974-1979

Education and Recognition

- BS in Engineering, California Institute of Technology, 1974 (Life Member of the Caltech Alumni Association)
- Holds twelve U.S. and five foreign patents
- Received a First Place design award from the EE Times
- Member of the AWWA, AAAS, and IEEE
- Extra Class Radio Amateur AC6OA
- Graduate of the FBI and Justice Department Citizens Academy and active member
- Mr. Drake has lived in Escondido since 1979 and has been married to Virginia for 33 years

Statement

The ACWA JPIA provides a unique and critical service for California's public water agencies. The JPIA has filled this role for decades and has become a leader among its peers. The past two years of my participation on the Executive Committee have been very active with no missed meetings. I have concentrated on the major impacts to the JPIA and have not been shy to express opinions concerning cost control, accuracy, and improved customer service.

RESOLUTION NO. 17-02

**Resolution of the Board of Directors of
the Rincon del Diablo Municipal Water District
Nominating David A. Drake to the Executive Committee of
the Association of California Water Agencies
Joint Powers Insurance Authority ("ACWA/JPIA")**

WHEREAS, Rincon del Diablo Municipal Water District is a member district of the ACWA/JPIA that participates in all four of its Programs: Liability, Property, Workers' Compensation, and Employee Benefits; and

WHEREAS, the Bylaws of the ACWA JPIA provide that in order for a nomination to be made to ACWA JPIA's Executive Committee, the member district must place into nomination its member of the ACWA/JPIA Board of Directors for such open positions;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Rincon del Diablo Municipal Water District that its member of the ACWA/JPIA Board of Directors, David A. Drake be nominated as a candidate for the Executive Committee for the election to be held on May 8, 2017.

BE IT FURTHER RESOLVED, that the ACWA/JPIA staff is hereby requested, upon receipt of the formal concurrence of three other member districts to effect such nomination.

BE IT FURTHER RESOLVED, that the District Secretary is hereby directed to transmit a certified copy of the resolution to the ACWA JPIA at P.O. Box 619082, Roseville, CA 95661-9092 forthwith.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for Rincon del Diablo Municipal Water District this 14th day of February, 2017.

AYES:
NOES:
ABSTAIN:
ABSENT:

APPROVED:

James B. Murtland, President

ATTEST:

Wanda Cassidy, Board Secretary

Engineering

**CHANGE ORDER**PROJECT: Humboldt Bay Municipal Water District
Collector 1&1A Rehabilitation ProjectChange Order No.: 10Date: 02/27/17Page No.: 1 of 1

CONTRACTOR: Layne Christensen Company

DESCRIPTION OF CHANGE:


Change Order #7 (CO #7) was issued to cover the installation of a fourth port in Collector 1A. The work under CO #7 included coring through the caisson, providing and installing a new port, and grouting the port into place. It was written into CO #7 that if the port was eventually used, an additional change order would be written to cover additional costs for use of the port, including the costs for a new digger head and 10-foot blank. It was determined in the 12/8/16 construction meeting that the fourth port would be used in an attempt to make up the screen amount that was not able to be installed in other laterals on the project. CO #9 was issued to cover the costs of the new digger head and 10-foot blank.

The decision was made at the 1/31/2017 construction meeting to project lateral C-4 in PS-1A as far as possible. Lateral C-4 in PS-1A was projected out 145 feet. Before C-4 was installed, 625 feet of lateral had been installed (including blank and screen), so we were 125 feet short of the original contract amount of 750 LF. Because CO #9 was issued to cover the cutting head and 10-foot blank in C-4, the counting of additional footage for C-4 should start after 135 feet, instead of after 125 feet. This Change Order covers the 10 additional linear feet that were installed at Layne's bid unit price for Additive Bid Item A-2 (\$1,300 per LF of lateral installed over the contract amount), for a total of \$13,000.

Adjustment of contract sum		Adjustment of contract completion dates	
Original Contract Sum	\$2,024,500.00	Original Contract Completion Date	Oct. 07, 2016
Prior Adjustments	(\$64,371.00)	Prior Adjustments in Calendar Days	175
Contract Sum Prior to this Change	\$1,960,129.00	Adjustment in Calendar Days for this Change Order	0
Adjustment for this Change	\$13,000.00	Revised Contract Completion Date	Mar. 31, 2017
Revised Contract Sum	\$1,973,129.00		

NOTE: CONTRACTOR WAIVES ANY CLAIM FOR FURTHER ADJUSTMENTS FOR THE CONTRACT SUM RELATED TO THE ABOVE-DESCRIBED CHANGE IN THE WORK.

RECOMMENDED BY:



Engineer


DATE: 02/27/2017

APPROVED BY:

Owner

DATE: _____

ACCEPTED BY:



Contractor

DATE: 2/27/17

Humboldt Bay Municipal Water District
 Collector 1 & 1A Rehabilitation Project
 February 27, 2017
 Layne Invoice #39759-08

For Work period: Feb 1, 2017 to Feb 28, 2017

INVOICE TO:
 Humboldt Bay Municipal Water District
 828 Seventh Street, PO Box 95
 Eureka, California 95502-0095

FROM:
 Layne Christensen Company, Inc.
 6360 Huntley Rd.
 Columbus, Ohio 43229
 Phone: (614) 888-6263
 E-mail: Mike.Hartman@layne.com

Mailing Address:
 Layne Christensen Company
 P.O. Box 677801
 Dallas, Texas 75267-7801

Shipping Address:
 Layne Christensen Company
 C/O Layne Christensen Company
 Lockbox #677801
 1200 East Campbell, Suite 108
 Richardson, Texas 75081

Payment Request #8
 Wire Transfer/
 ACH Info:

Bank: PNC Bank, N.A.
 ABA: 031 207 607
 Swift: PNCCUS33
 Account Name: Layne Christensen
 Account Number: 8026317547

Item	ORIGINAL CONTRACT			THIS PERIOD		PREVIOUS PERIODS		TOTAL COMPLETED	
	Quantity	Unit Cost	Total Cost	%	AMOUNT	%	AMOUNT	%	AMOUNT
Mobilization & Demobilization	1	LS	160,000.00	0%	\$ -	65%	\$ 104,000.00	65%	\$ 104,000.00
Caisson Dewatering	1	LS	131,000.00	10%	\$ 13,100.00	80%	\$ 104,800.00	90%	\$ 117,900.00
Site set up, Wall 1A	1	LS	142,000.00	0%	\$ -	100%	\$ 142,000.00	100%	\$ 142,000.00
Site set up, Wall 1	5	LS	172,500.00	0%	\$ -	100%	\$ 172,500.00	100%	\$ 172,500.00
Installation of ports	750	FT	1,012,500.00	12%	\$ 121,500.00	5	\$ 110,000.00	5	\$ 110,000.00
F&I, Develop laterals	5	EA	9,600.00	3%	\$ 28,800.00	2	\$ 19,200.00	5	\$ 1,012,500.00
Install SS Gate Valves	1	EA	49,000.00	0%	\$ -	0%	\$ -	0%	\$ 48,000.00
Final performance test, Well 1	1	EA	75,000.00	0%	\$ -	30%	\$ 22,500.00	0%	\$ -
Initial & Final perf tests, well 1A	1	LS	75,000.00	0%	\$ -	30%	\$ 22,500.00	30%	\$ 22,500.00
			1,900,000.00						
CHANGE ORDERS									
CO #1 is reflected in the items shown above									
CO #2 - added 65 days to schedule									
CO #3 - chain link fence install, rent and remove	1	LS	4,809.00	0%	\$ -	90%	\$ 4,328.10	90%	\$ 4,328.10
CO#4 - install additional port in Well 1	1	LS	8,000.00	0%	\$ -	100%	\$ 8,000.00	100%	\$ 8,000.00
CO #5 - Crane Operator Labor	1	LS	3,220.00	0%	\$ -	100%	\$ 3,220.00	100%	\$ 3,220.00
CO #6 - Remove old Valve Stems/Siphon	34	HR	650.00	0	\$ -	34	\$ 22,100.00	34	\$ 22,100.00
CO #7 - Spare Port Well 1A	1	LS	8,000.00	0%	\$ -	100%	\$ 8,000.00	100%	\$ 8,000.00
CO #8 - Contract Extension	1	r/a	-						
CO #9 - Digging Head & Blank	1	LS	14,000.00	100%	\$ 14,000.00				\$ 14,000.00
CO #10 - Extra footage in Well 1A (Lat 4)	10	FT	1,300.00	10	\$ 13,000.00				\$ 13,000.00
Additive Bid Items									
Installation of port and 10" blank		EA	39,000.00		\$ -				\$ -
F&I, Develop laterals		LF	1,300.00		\$ -				\$ -
F&I, 12" SS gate valves, with tags		EA	17,500.00		\$ -				\$ -
Remove and Reinstall support flooring at		EA	74,000.00		\$ -				\$ -
Remove old valve stems, actuator, lines, etc		HR	650.00		\$ -				\$ -
TOTAL PROJECT COST			\$ 1,973,129.00		\$ 237,650.00		\$ 1,564,398.10		\$ 1,802,048.10
				Retainage (5%)	(\$11,882.50)				(\$90,102.41)
					\$ 225,767.50				\$ 1,711,945.70
									\$1,486,178.20
									\$225,767.50

Respectfully Submitted: *Mike Hartman* 2/27/17
 Layne Christensen, Ramsey Collector Wells
 Chief Engineer

Reviewed by: *Patrick Kasparin PE*
 Humboldt Bay Municipal Water District
 General Manager

Approved: *Patrick Kasparin PE* 3-1-17
 Humboldt Bay Municipal Water District
 General Manager

Financial

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
Statement of Fund Balances at February 28, 2017

Account Fund Balance at Month End	AT 2-28-17	AT 2-29-16	Increase/(Decrease)
<u>U.S. BANK ACCOUNTS</u>			
- Commercial Account - General Fund Account	382,759.23	182,795.55	
- Money Market Account (DWR Contract for SRF Loan) ①	160,393.75	159,883.70	
- Certificate of Deposit (DWR Contract for SRF Reserve) ②	547,816.61	547,499.58	
Subtotal	<u>1,090,969.59</u>	<u>890,178.83</u>	200,790.76
<u>HUMBOLDT COUNTY:</u>			
- Investment Account	2,529,437.53	3,160,623.19	
- DWFP Reserve (in accordance with Ordinance 16) ④	469,547.92	465,257.94	
- MSRA Reserve (Municipal Supplemental Reserve Account) ⑤	420,511.21	416,442.88	
- SRF Loan Payment ⑥	139,767.91	139,250.36	
- A/B Bond Tax Account	0.00	0.00	
- 1% Tax Account ③	0.00	0.00	
Subtotal	<u>3,559,264.57</u>	<u>4,181,574.37</u>	(622,309.80)
<u>L.A.I.F.</u>	1,607.72	1,598.53	9.19
Cash on Hand	650.00	650.00	0.00
TOTAL CASH	<u>\$ 4,652,491.88</u>	<u>\$ 5,074,001.73</u>	<u>\$ (421,509.85)</u>
Less: Encumbrances & Reserves (Funds Dedicated for Specific Purposes and Projects)			
<u>RESTRICTED</u>			
Municipal Customers PF2 Prior Year Reconciliation	(203,882.63)	(131,860.33)	
1% Tax Account ③	0.00	0.00	
Municipal Customer Advanced Charging - Ranney Collector 1 & 1A Rehabilitation	(267,764.31)	(794,931.62)	
Municipal Customer Advanced Charging - Ranney Collector 2 Rehabilitation	0.00	(188,635.80)	
Municipal Customer Advanced Charging - 1MG Domestic Reservoir Roof	0.00	0.00	
Municipal Customer Advanced Charging - Replace Ruth Bunkhouse	(195,000.00)	0.00	
DWR Reserve Fund for SRF Loan ②	(547,816.61)	(547,499.58)	
DWR Contract Payment for SRF Loan for DWFP (Drinking Water Filtration Plant-PF1 Charges from Munis) ①	(160,393.75)	(159,883.70)	
<u>SUBTOTAL RESTRICTED RESERVES (Net Position)</u>	<u>(1,374,857.30)</u>	<u>(1,822,811.03)</u>	<u>(447,953.73)</u>
<u>UNRESTRICTED:</u>			
<u>Board Restricted:</u>			
Paik-Nicely Development	(4,158.00)	(4,158.00)	
Sequoia Investments X, LLC (Hog Island Project)	0.00	0.00	
DWFP Reserve * ④	(469,547.92)	(465,257.94)	
MSRA Reserve (Municipal Supplemental Reserve Account) ⑤	(420,511.21)	(416,442.88)	
PG&E REMAT Deposit	(27,000.00)	0.00	
<u>Unrestricted Reserves</u>			
SRF Loan Payment ⑥	(139,767.91)	(139,250.36)	
Tequite CalEMA Subgrantee Administrative Allowance	0.00	(30,004.63)	
Municipal Customer Accumulation for Debt Service for US Bank Ranney & Tequite	59,155.87	(58,782.27)	
Project Loan Payment	(2,275,805.41)	(2,137,294.62)	
General Fund Reserve	(3,277,634.58)	(3,251,190.70)	
<u>SUBTOTAL UNRESTRICTED RESERVES (Net Position)</u>	<u>(4,652,491.88)</u>	<u>(5,074,001.73)</u>	<u>26,443.88</u>
Total Net Position	<u>(4,652,491.88)</u>	<u>(5,074,001.73)</u>	<u>(421,509.85)</u>

	FEBRUARY RECEIPTS	YTD TOTAL AT 2-28-17	BUDGET	% OF BUDGET	YTD TOTAL AT 2-29-16
MISCELLANEOUS RECEIPTS (RETURNED TO CUSTOMERS VIA PF2)					
RETAIL WATER SALES	\$ 30,094.15	\$ 269,922.44	\$309,060	87%	\$ 216,566.35
SUBTOTAL RETAIL WATER SALES	\$ 30,094.15	\$ 269,922.44	\$309,060	87%	\$ 216,566.35
GENERAL REVENUES					
INTEREST	0.00	23,929.37	\$12,000	199%	6,767.13
FCSD CONTRACT FOR MAINT. & OPERATIONS	0.00	163,027.03	175,000	93%	182,659.99
POWER SALES	34,866.58	98,848.20	175,000	56%	54,722.39
MISCELLANEOUS (SEE NEXT PAGE)	\$493.24	\$30,107.38	50,000	60%	\$ 28,453.75
SUBTOTAL GENERAL REVENUES	\$ 35,359.82	\$ 315,911.98	\$412,000	77%	\$ 272,603.26
TAX RECEIPTS					
1% TAXES	0.00	479,482.61	775,000	62%	462,720.91
TOTAL PF 2 CREDIT	\$ 65,453.97	\$ 1,065,317.03	\$1,496,060	71%	\$ 951,890.52
WHOLESALE CONTRACT RECEIPTS					
INDUSTRIAL / HARBOR DISTRICT	\$343.62	\$ 1,108.28	\$50	2217%	\$0.00
TOTAL INDUSTRIAL	\$343.62	\$ 1,108.28	\$50	2217%	\$0.00
CITY OF ARCATA	\$ 95,118.60	\$ 769,328.59	\$1,257,114	61%	\$ 705,607.08
CITY OF EUREKA	249,250.95	1,862,519.73	3,001,244	62%	1,906,886.23
HUMBOLDT CSD	76,929.23	618,484.77	1,032,162	60%	570,853.92
MANILA CSD	6,168.83	49,714.40	82,399	60%	46,516.28
MCKINLEYVILLE CSD	76,803.74	624,151.50	1,019,529	61%	568,549.45
FLDDBROOK CSD	0.00	89,219.81	166,168	54%	103,117.27
BLUE LAKE	13,555.92	109,073.18	185,744	59%	106,238.95
TOTAL MUNIS	\$ 517,827.27	\$ 4,122,491.98	\$6,744,360	61%	\$ 4,007,769.18
A/B BOND TAXES	\$0.00	\$0.00	\$0	0%	\$0.00
TOTAL RECEIPTS	\$ 583,624.86	\$ 5,188,917.29	\$8,240,470	63%	\$ 4,959,659.70

MISCELLANEOUS RECEIPTS

	FEBRUARY	YEAR TO DATE
Administrative		
<i>Parking Lot Rent</i>	\$0.00	\$175.00
<i>Employee Telephone</i>	13.90	165.93
<i>Employee Gas</i>	0.00	80.70
<i>Retirees' Reimbursement of Health Insurance Premium</i>	0.00	15,369.45
<i>COBRA Vision Ins & Admin Fee - Retiree</i>	37.86	151.44
<i>COBRA Dental Ins & Admin Fee - Retiree</i>	216.48	865.92
<i>Employee on Leave Payment of Health Insurance Premium</i>	0.00	42.26
<i>Water Processing Fees</i>	0.00	240.00
<i>Hydrant Rental Deposit</i>	0.00	0.00
<i>Meter Installations</i>	0.00	6,518.20
<i>Retail Connection Charge</i>	0.00	0.00
<i>Mainline Connection Charge</i>	0.00	0.00
<i>Right of Way Fees</i>	0.00	0.00
<i>Special Event Liability Insurance</i>	0.00	361.50
<i>ACWA/JPIA Retrospective Premium Adjustment</i>	0.00	0.00
<i>ACWA/JPIA Insurance Claim</i>	0.00	0.00
<i>Dividend Check (Principal Life)</i>	0.00	448.56
<i>Bad Debt Recovery</i>	0.00	72.64
<i>Miscellaneous Payments for Copies &/or Postage Costs</i>	38.10	101.16
<i>Diesel Fuel Tax Refund</i>	0.00	72.82
<i>Park Use Fees</i>	0.00	75.00
<i>Sequoia Investments X, LLC - Hog Island Project</i>	0.00	1,104.75
<i>PG&E - CPUC Mandated Gas Credit</i>	0.00	96.47
<i>IRS -Refund of Payroll Tax Overpayment</i>	0.00	564.33
<i>EDD -Refund of Payroll Tax Overpayment</i>	0.00	33.15
<i>Sale of Surplus Equipment</i>	0.00	60.00
<i>Reimbursement for personal charges to District credit card -P. Helliker</i>	186.90	186.90
Ruth Area		
<i>Use of Ruth Cabin</i>	0.00	345.00
<i>RLCSD-Water System Permit Fees</i>	0.00	2,050.00
<i>Ruth Area Water Use Permit</i>	0.00	100.00
<i>Buffer Strip Right of Way License Fee</i>	0.00	0.00
<i>Ruth Buffer Strip PG&E Right of Way Fees</i>	0.00	0.00
<i>Ruth Sale of Merchantable Timber</i>	0.00	0.00
<i>Ruth Sale of Surplus Gravel</i>	0.00	135.00
<i>Don Bridge Lease</i>	0.00	691.20
Miscellaneous		
<i>Other</i>	0.00	0.00
Total Miscellaneous Receipts	\$493.24	\$30,107.38
OTHER RECEIPTS or GRANTS		
<i>Prop 84 - Ranney Collector 1</i>	38,859.26	38,859.26
<i>CalEMA Blue Lake/Fieldbrook Pipeline Crossing</i>	0.00	0.00
<i>Quagga Grant 2015/16 on behalf of RLCSD*</i>	0.00	5,083.85

* Not included in PF2 Credits. No charges were expended by HBMWD.
Claim for expenditures was submitted by HBMWD on behalf of RLCSD.

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**HUMBOLDT BAY MUNICIPAL WATER DISTRICT
TOTAL EXPENDITURES
AT FEBRUARY 28, 2017 (8 MONTHS - 66.7%)**

	FEBRUARY EXPENSES	TOTAL 2/28/2017	BUDGET	% OF BUDGET	TOTAL 2/29/2016
PAYROLL:					
Regular	\$160,003.56	\$1,275,291.69	\$ 1,917,832	66%	\$ 1,215,821.70
Part-Time	733.88	21,568.01	53,600	40%	20,155.89
Overtime	2,591.40	17,111.78	35,000	49%	17,082.48
Standby	6,691.38	52,439.16	80,000	66%	51,483.17
Pay Differential	929.97	7,222.17	11,500	63%	5,983.36
Deferred Compensation	2,500.00	19,350.00	30,600	63%	9,800.00
Employee Assistance Plan	75.20	599.26	1,078	56%	586.11
Director Compensation	1,600.00	13,120.00	26,000	50%	13,648.00
Director - Secretary Fees	262.50	2,100.00	3,200	66%	2,100.00
Taxes/Benefits	106,661.33	972,165.70	1,437,324	68%	901,235.01
TOTAL PAYROLL	\$282,049.22	\$ 2,380,967.77	\$ 3,596,134	66%	\$ 2,237,895.72
SERVICE & SUPPLY					
Q & M					
Engineering	\$7,518.50	\$28,671.00	\$ 75,000	38%	\$53,973.84
Maint., Repairs, Supplies	16,386.03	75,978.57	115,000	66%	74,360.77
TRF Maint, Repairs, Supplies	4,734.41	36,417.64	55,000	66%	33,343.52
Lab	2,155.00	6,909.70	13,000	53%	6,995.16
Auto Maintenance	2,701.02	20,273.26	46,000	44%	23,133.48
Radio Maintenance	512.65	6,082.62	10,500	58%	2,516.53
USGS Meter Station	0.00	0.00	7,800	0%	0.00
Ruth Lake License	0.00	1,500.00	1,500	100%	1,500.00
A&G					
Accounting Services	2,520.00	12,826.03	\$ 30,000	43%	1,000.00
Legal	1,054.00	3,537.43	28,000	13%	8,940.50
Professional Services	0.00	1,881.32	20,000	9%	2,933.32
Insurance	0.00	55,980.50	105,000	53%	71,149.00
Telephone/Internet	4,021.13	35,370.48	46,000	77%	31,561.50
Office Building Maintenance	1,744.69	12,297.34	18,000	68%	14,172.37
Office Expense	4,361.46	38,206.04	52,000	73%	37,194.71
Travel & Conference	0.00	4,940.85	25,000	20%	6,045.60
Dues & Subscriptions	120.00	15,056.86	15,500	97%	14,094.03
Technical Training	265.00	5,187.87	11,000	47%	5,015.90
County Tax Fee	0.00	9,522.00	21,000	45%	8,951.00
County Property Taxes	0.00	998.60	1,100	91%	998.60
LAFCO	0.00	7,447.28	4,500	165%	5,847.74
Regulatory Agency Fees	0.00	48,143.34	75,000	64%	69,398.82
Ruth Lake Programs	0.00	0.00	5,000	0%	0.00
Miscellaneous	6,534.24	12,956.85	11,500	113%	14,757.65
TOTAL SERVICE/SUPPLIES W/OUT POWER	\$54,628.13	\$440,185.58	\$ 792,400	56%	\$487,884.04
POWER					
Essex Pacific Gas & Electric	\$45,394.86	\$419,562.26			\$ 382,219.59
Fuel For 2 MW Generator	0.00	2,513.59			4,394.36
<i>Subtotal Essex Pumping</i>	<i>\$45,394.86</i>	<i>\$422,075.85</i>	<i>561,863.00</i>	<i>75%</i>	<i>\$386,613.95</i>
All Other Pacific Gas & Electric	9,544.59	53,388.39	78,137	68%	50,012.33
POWER EXPENSE SUBTOTAL	\$54,939.45	\$475,464.24	\$ 640,000	74%	\$436,626.28
TOTAL SERVICE/SUPPLIES WITH POWER	\$109,567.58	\$915,649.82	\$ 1,432,400	64%	\$924,510.32
PROJECTS, FIXED ASSETS & CONSULTING SERVICES					
	\$431,004.93	\$2,089,671.75	\$ 5,349,550	39%	\$676,195.93
TOTAL OPERATING	\$822,621.73	\$5,386,289.34	\$ 10,378,084	52%	\$3,838,601.97
DEBT SERVICE - SRF LOAN (1)	\$0.00	\$273,668.48	\$ 547,337	50%	\$547,336.96
TOTAL EXPENDITURES	\$822,621.73	\$5,659,957.82	\$ 10,925,421	52%	\$4,385,938.93
DEBT SERVICE - US Bank	\$81,094.05	\$162,188.10	\$ 162,200	100%	\$162,188.10

I. CAPITAL PROJECTS	FEBRUARY		YTD TOTAL 2/28/2017	% OF	
	EXPENSES	BUDGET		BUDGET	BUDGET
A. Projects Charged to All Customers via Price Factor 2 (BWF)					
SCADA System Upgrade - Phase 2	\$0.00	381,100	\$2,663.25	381,100	1%
Replacement of Check Valves for 1-1, 1-2 & 1-4	0.00	30,750	33,193.60	30,750	108%
Replace Collector 2, Pump 2-2 Motor	0.00	55,000	55,735.85	55,000	101%
Replace 12Kv Switchgear Roof	0.00	2,250	0.00	2,250	0%
Mainline Valve Replacement	0.00	100,000	0.00	100,000	0%
Electrical Shop Upgrade - Phase 2	337.58	7,250	667.47	7,250	9%
1 Mg Domestic Water Reservoir Roof & Painting	1,447.75	602,000	71,255.50	602,000	12%
Replace Chlorine Booster Pumps	0.00	12,250	8,482.31	12,250	69%
New Valve below 1 Mg Domestic Reservoir	0.00	30,000	0.00	30,000	0%
Replace Ruth Bunkhouse	0.00	403,500	0.00	403,500	0%
Replace Ruth HQ Septic System	0.00	15,000	0.00	15,000	0%
Plan to Replace Ruth Hydro Protective Relays	0.00	15,000	0.00	15,000	0%
SUBTOTAL A:	\$1,785.33	1,654,100	\$171,997.98	1,654,100	10%
B. Projects Charged to Municipal Customers via Price Factor 2 (DWTF)					
TRF SCADA System Upgrade - Phase 2	0.00	100,000	0.00	100,000	0%
Raise Containment Wall Around Sodium Hypochlorite Tank	0.00	6,500	0.00	6,500	0%
SUBTOTAL B:	\$0.00	106,500	\$0.00	106,500	0%
C. Projects Funded by Other Sources (BWF)					
Blue Lake/FGCSD River Crossing Funded by Prop 84 & FEMA Grants	\$0.00	630,000	\$26,764.57	630,000	4%
Ranney Collector 1 & 1A Laterals Partially funded through Prop 84 Grant & Adv. Charges	407,231.75	2,140,500	1,629,999.77	2,140,500	76%
SUBTOTAL C:	\$407,231.75	2,770,500	\$1,656,764.34	2,770,500	60%
TOTAL CAPITAL PROJECTS:	\$409,017.08	4,531,100	\$1,828,762.32	4,531,100	40%

Annual Capital Project Limitation (per Section 7.2.5 of Ordinance 16)
Amount that can be charged to wholesale customers in a fiscal year.

FY2014/15 Annual Limit	\$ 1,191,703
Total charged to date	\$ 171,998
Balance Remaining	\$ 1,019,705

While the total projects expenditures are budgeted at \$5,349,550, the actual wholesale customer charges are \$2,464,600. Capital Projects C and Professional & Consulting Services C is the listing of Projects Funded by Other Sources. In addition the Ranney Collector 3 and Techite Pipeline Replacement projects have been partially funded with financing over 10 years. Only the annual debt service for these financed projects are being charged to the wholesale customers.

I. FIXED ASSETS			
A. Projects Charged to All Customers via Price Factor 2 (BWF)	FEBRUARY EXPENSES	YTD TOTAL 2/28/2017	% OF BUDGET
Essex- Replace Two Administrative Computers	\$0.00	\$3,860.14	86%
Essex - Replace Two Laptop Computers -Ruggedized	0.00	3,487.64	54%
Collector 3 Emergency Generator Connection	0.00	3,750	0%
Replace Ingersoll Rand Mobile Air Compressor	0.00	24,901.51	111%
Purchase Shop Manual & Diagnostic Equipment to service Heavy Fleet Vehicles	0.00	847.24	9%
Replace Unit 15	374.75	28,674.74	62%
Purchase Precision Measuring Equipment	0.00	1,717.10	49%
Purchase Engine Driven Air Compressor for Unit 8	0.00	1,670.55	67%
Replace Towable Portable Restroom	0.00	0.00	0%
Replace Warren Creek Pipeline Meter Manifold	0.00	7,226.52	90%
Conduit Bending Machine	0.00	6,992.85	87%
Eureka - Replace Computer - Part 1	0.00	2,154.55	86%
Eureka - Replace Computer - Part 2	0.00	2,154.54	86%
SUBTOTAL A:	\$374.75	\$83,687.38	68%
B. Projects Charged to Municipal Customers via Price Factor 2 (DWTF)			
TRF Spare Parts Inventory	\$0.00	\$3,269.37	82%
SUBTOTAL B:	\$0.00	\$3,269.37	82%
TOTAL FIXED ASSETS PROJECTS:	\$374.75	\$86,956.75	68%

II. MAINTENANCE PROJECTS			
A. Charged to All Customers via Price Factor 2 (BWF)	FEBRUARY EXPENSES	YTD TOTAL 2/28/2017	% OF BUDGET
Paint Collector 3	\$0.00	\$4,424.54	23%
Pipeline Maintenance	0.00	797.20	6%
12KV Electric System Maintenance	0.00	0.00	0%
Mainline Meter Flow Calibration	0.00	2,395.53	40%
Technical Support & Software Updates to Include Control System	299.97	6,737.77	35%
Generator Service	0.00	34.28	1%
Hazard & Diseased Tree Removal	0.00	0.00	0%
Catholic Protection	0.00	0.00	0%
Maintenance Emergency Repair	0.00	0.00	0%
Fleet Paint Repairs	0.00	1,550.46	3%
AC Pipe Disposal	0.00	0.00	0%
Replace Two Doors at Essex	0.00	0.00	0%
Repair/Upgrade Line Shed 6	0.00	0.00	0%
Brush Abatement at Ruth Dam	0.00	0.00	0%
Ruth HQ Tree Removal	0.00	0.00	0%
Ruth HQ Remodel Project	0.00	0.00	0%
Ruth Hydro - Howell Bungler Valve Inspection	0.00	0.00	0%
SUBTOTAL A:	\$299.97	\$15,939.78	8%
B. Projects Charged to Municipal Customers via Price Factor 2 (DWTF)			
TRF - Generator Service	\$0.00	\$0.00	0%
TRF Limitorque Valve Retrofit Supplies - Phase 1	0.00	14,349.36	91%
SUBTOTAL B:	\$0.00	\$14,349.36	88%
TOTAL MAINTENANCE PROJECTS:	\$299.97	\$30,289.14	15%

III. PROFESSIONAL & CONSULTING SERVICES		FEBRUARY	YTD TOTAL	% OF
A. Charged to All Customers via Price Factor 2 (BWF)		EXPENSES	2/28/2017	BUDGET
Collector 1 Transformer & Electrical Evaluation		\$0.00	\$0.00	5,000
Collector 1 Pump & Motor Upgrades		0.00	0.00	13,000
Collector 1 Lateral Evaluation Report		0.00	0.00	5,000
Crane Testing/Certification		0.00	6,802.04	6,500
Essex Trolley/Cable Car Inspection		0.00	7,534.75	10,000
Essex Septic System Construction Assistance		0.00	450.00	4,000
Essex Mad River Cross-Sectional Survey		0.00	9,761.75	10,000
Mad River Watershed Regulatory Compliance		0.00	0.00	50,000
Spill Prevention Control & Countermeasure Plan Updates (Ruth Marina & Essex)		0.00	5,041.25	6,500
CIP Financial Plan Update		103.44	2,580.00	25,000
Catholic Protection Review/Inspection		0.00	8,579.44	9,500
Techite Pipeline Replacement - Final Inspection & Report		0.00	6,600.75	9,000
Dune Monitoring Program - Component of Coastal Conservancy Climate Ready Grant		0.00	2,000.00	2,000
GIS/Facilities Information System - Ruth		0.00	0.00	10,000
GIS/Facilities Information System - Ruth		0.00	0.00	4,000
Backflow Tester Training		0.00	0.00	3,000
Control Software Training		0.00	0.00	15,000
Technical Training		500.00	1,377.93	5,750
Industrial Water Reservoir Condition Assessment		129.00	129.00	8,000
Licensed Timber Operator		975.00	2,745.00	5,000
FERC Dam Safety Surveillance & Monitoring Report(DSSMR)/FERC Dam Safety Review (Part 12)		0.00	107.50	3,000
FERC Chief Dam Safety Engineer		0.00	0.00	10,000
FERC Part 12 - GEI		0.00	6,464.50	10,000
FERC Part 12 - Cardno		0.00	6,637.80	20,000
FERC Part 12 Independent Consultant Inspection and Engineering Support - GHD		0.00	6,064.55	11,000
Grant Applications		0.00	5,986.25	20,000
Public Education		0.00	1,000.00	5,000
Water Resources Planning		0.00	1,942.59	50,000
SUBTOTAL A:		\$1,707.44	\$81,805.10	335,250
B. Projects Charged to Municipal Customers via Price Factor 2 (DWTF)				
Chlorine System Maintenance		\$4,961.00	\$8,249.83	16,100
SUBTOTAL B:		\$4,961.00	\$8,249.83	16,100
C. Projects Funded by Other Sources (BWF)				
Surge Tower Replacement - CEQA, Bidding & Construction Assistance Funded by FEMA Grant		\$0.00	\$0.00	50,000
Quagga Grant/RLCSD] CA Dept of Boating & Waterways		0.00	0.00	9,150
SUBTOTAL C:		\$0.00	\$0.00	59,150
TOTAL PROFESSIONAL & CONSULTING SERVICES:		\$6,668.44	\$90,054.93	410,500

IV. INDUSTRIAL SYSTEM PROJECTS		FEBRUARY EXPENSES	YTD TOTAL 2/28/2017	BUDGET	% OF BUDGET
A. Charged to All Customers via Price Factor 2 (BWF)					
- Maintain Water Supply to Industrial Pump Station (Pump Station 6) During Low-Flow Months					
SUBTOTAL A.		\$0.00	\$0.00	13,250	0%
B. Charged to Municipal Customers via PF2 (DWTF)					
SUBTOTAL B.		\$0.00	\$0.00	13,250	0%
TOTAL INDUSTRIAL SYSTEM PROJECTS:		\$0.00	\$0.00	13,250	0%
CARRY-OVER PROJECTS FROM 2015/16					
I. CAPITAL PROJECTS					
A. Charged to All Customers via Price Factor 2 (BWF)					
Replace Essex Septic System					
		\$0.00	\$5,060.73	5,000	101%
Repair/Upgrade Park Restrooms					
		0.00	15.51	1,700	1%
Upgrade Ethernet Radio Modems/PLC Systems at Samoa Booster Pump Station					
		0.00	4,818.71	1,500	321%
Repair Ruth HQ Master Bath/Laundry Room					
		448.14	696.63	1,500	46%
Ruth Hydro - Install Auto Synchronizer System					
		0.00	0.00	4,500	0%
SUBTOTAL A.		\$448.14	\$10,591.58	14,200	75%
B. Projects Charged to Municipal Customers via Price Factor 2 (DWTF)					
Remodel TRF Line Shed 5					
		\$610.55	\$1,443.49	1,800	80%
SUBTOTAL B.		\$610.55	\$1,443.49	1,800	80%
Subtotal Capital Projects		\$1,058.69	\$12,035.07	16,000	75%
I. FIXED ASSETS					
A. Charged to All Customers via Price Factor 2 (BWF)					
Install Signal Amplifier at Mt. Pierce					
		\$0.00	\$0.00	2,000	0%
SUBTOTAL A.		\$0.00	\$0.00	2,000	0%
B. Projects Charged to Municipal Customers via Price Factor 2 (DWTF)					
SUBTOTAL B.		\$0.00	\$0.00	0	0%
Subtotal Fixed Assets Projects		\$0.00	\$0.00	2,000	0%

CARRY-OVER PROJECTS FROM 2015/16 Continued					
II. MAINTENANCE PROJECTS					
A. Charged to All Customers via Price Factor 2 (BWF)					
Replace Eyewash/Shower Station and Drain System	\$0.00	\$645.11	800	81%	
Large Business & Fire Service Meter Calibration & Maintenance	0.00	0.00	15,000	0%	
Ruth Spillway Bridge Painting	0.00	5,000.00	5,000	100%	
SUBTOTAL A.	\$0.00	\$5,645.11	20,800	27%	
B. Projects Charged to Municipal Customers via Price Factor 2 (DWTF)					
SUBTOTAL B.	\$0.00	\$0.00	0	0%	
Subtotal Maintenance Projects	\$0.00	\$5,645.11	20,800	27%	
III. PROFESSIONAL & CONSULTING SERVICES					
A. Charged to All Customers via Price Factor 2 (BWF)					
Crane Operator Training	\$0.00	\$0.00	7,000	0%	
Focused Engineering Studies	0.00	6,236.75	10,000	62%	
Hydro Assessment & Analysis	13,586.00	29,691.68	5,000	594%	
SUBTOTAL A.	\$13,586.00	\$35,928.43	22,000	163%	
B. Projects Charged to Municipal Customers via Price Factor 2 (DWTF)					
SUBTOTAL B.	\$0.00	\$0.00	0	0%	
Subtotal Professional & Consulting Projects	\$13,586.00	\$35,928.43	22,000	163%	
2015/16 CARRYOVER PROJECTS TOTAL	\$14,644.69	\$53,608.61	60,800	88%	
PROJECTS GRAND TOTAL:	\$431,004.93	\$2,089,671.75	5,349,550	39%	
Less Projects Funded from Other Sources (Grants/Loans/Advanced Charges/Reserves)	\$407,231.75	\$1,656,764.34	3,047,150	54%	
PF2 Project Total Charged to Customers excluding Debt Service (US Bank)	\$23,773.18	\$432,907.41	2,302,400	19%	

Humboldt Bay Municipal Water District
Overtime Pay
February 2017

54TRF		51		52		53		54		55		56		58		TOTAL	
Hours	Feb 17	Hours	Feb 17	Hours	Feb 17	Hours	Feb 17	Hours	Feb 17	Hours	Feb 17	Hours	Feb 17	Hours	Feb 17	Hours	Feb 17
4	220.08	17.5	835.08	13.5	699.77	1	48.35	5.5	245.37	3	140.55	2.25	98.14	6	304.06	52.75	2,591.40
4	220.08	17.5	835.08	13.5	699.77	1	48.35	5.5	245.37	3	140.55	2.25	98.14	6	304.06	52.75	2,591.40
4	220.08	17.5	835.08	13.5	699.77	1	48.35	5.5	245.37	3	140.55	2.25	98.14	6	304.06	52.75	2,591.40
4	220.08	17.5	835.08	13.5	699.77	1	48.35	5.5	245.37	3	140.55	2.25	98.14	6	304.06	52.75	2,591.40
	0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00

Employee Wages, Taxes and Adjust. Gross Pay
Overtime
Total Gross Pay
Adjusted Gross Pay
Net Pay
Employer Taxes and Contributions

51 - Ruth
52 - Pumping & Control
53 - Water Treatment
54 - Maintenance & Operation
55 - Customer Service
56 - Administration
58 - Ruth Hydro

Humboldt Bay Municipal Water District Expenses by Vendor Detail

SECTION K2a, PAGE NO. 11

February 2017

Memo	Amount
101Netlink	
Ruth Data Link/Internet	-170.00
Total 101Netlink	-170.00
Advanced Security Systems	
Ruth Hydro Alarm System Quarterly Alarm Monitoring	-73.50
Total Advanced Security Systems	-73.50
Almquist Lumber	
Electrical Shop Upgrade Phase 2	-274.28
Total Almquist Lumber	-274.28
AT & T	
Ruth HQ	
TRF	
Essex office	
Eureka office	-34.51
Ruth Hydro	
Valve Building Samoa	
Ruth HQ	-19.88
TRF	-6.51
Essex office	-215.90
Eureka office	-6.31
Ruth Hydro	-534.64
Valve Building Samoa	-90.76
Total AT & T	-908.51
AT&T	
Eureka/Essex Landline	-34.95
Arcata/Essex Landline	-34.95
Samoa/Essex Landline	-234.36
Blue Lake Meter Signal Line	-60.34
Eureka Office	-116.27
Eureka Office Alarm Line	-38.78
Samoa Booster Pump Station	-71.76
Valve Building-Samoa	-116.26
Eureka Office	-295.16
Essex Office	-773.22
TRF	-113.02
Ruth Data Line	-113.29
Total AT&T	-2,002.36
AT&T Advertising Solutions	
white page listing	-21.00
Total AT&T Advertising Solutions	-21.00
Bay Tank Metal Fabrication	
maintenance shop supplies	-33.74
Total Bay Tank Metal Fabrication	-33.74
Biovir Laboratories, Inc	
lab tests	-1,290.00
Total Biovir Laboratories, Inc	-1,290.00
Carol McKibben	
Safe Work Practices Award	-200.00
Total Carol McKibben	-200.00
Chris Merz	
Safe Work Practices Award	-200.00
Total Chris Merz	-200.00
City of Eureka	
Eureka office water/sewer	-48.70
Total City of Eureka	-48.70

Humboldt Bay Municipal Water District Expenses by Vendor Detail

February 2017

Memo	Amount
Coast Counties Truck & Equipment Company	
Unit 10 repair	-505.17
Total Coast Counties Truck & Equipment Company	-505.17
Coastal Business Systems Inc.	
Eureka office copy and fax machine	-879.00
Total Coastal Business Systems Inc.	-879.00
Cody Bruffett	
auto mileage reimbursement	-134.98
auto mileage reimbursement	-60.13
Total Cody Bruffett	-195.11
Corey Borghino	
Safe Work Practices Award	-200.00
Total Corey Borghino	-200.00
CWEA	
Technical Training for 5 employees	-500.00
Total CWEA	-500.00
Dale H. Davidsen	
Safe Work Practices Award	-200.00
Total Dale H. Davidsen	-200.00
David Deskins	
Safe Work Practices Award	-200.00
Total David Deskins	-200.00
Dee Dee Simpson-Glenn	
Safe Work Practices Award	-200.00
Total Dee Dee Simpson-Glenn	-200.00
DHS-WTOC Renewal	
T4 Certification Renewal	-105.00
Total DHS-WTOC Renewal	-105.00
Eureka Oxygen	
cylinder rental	-107.30
Total Eureka Oxygen	-107.30
Eureka Rubber Stamp	
Eureka office - name plates	-44.70
Total Eureka Rubber Stamp	-44.70
Fastenal Company	
Essex safety supplies	-258.22
Total Fastenal Company	-258.22
FEDEX	
ship water samples	-53.82
ship gas sensor for repair	-8.65
ship circuit board for repair	-26.63
Total FEDEX	-89.10
Found.Cross-Connection	
Backflow prevention Annual Membership	-120.00
Total Found.Cross-Connection	-120.00
Frontier Communications	
Ruth HQ	-50.48
Ruth Hydro/Ruth Dataline	-158.54
Total Frontier Communications	-209.02

Humboldt Bay Municipal Water District Expenses by Vendor Detail

February 2017

Memo	Amount
GHD	
(77126 & 77279) Collector 1 & 1A Lateral Replacement	-28,749.25
(77284) 1 MG Reservoir Roof Replacement Design, Bidding & Construction...	-1,447.75
(77281) General Engineering - Essex	-1,814.50
(77281) General Engineering -CIP Update	-4,940.00
(77281) General Engineering - Eureka	-764.00
(77890) Industrial Water Reservoir Inspection & Reporting	-129.00
Total GHD	-37,844.50
Harbor Freight Tools	
maintenance supplies	-4.33
maintenance supplies	-20.73
Total Harbor Freight Tools	-25.06
Humboldt Fasteners	
cordless grinder	-162.75
Total Humboldt Fasteners	-162.75
Humboldt Redwood Company, LLC	
Mt Pierce Lease site	-262.65
Total Humboldt Redwood Company, LLC	-262.65
Hummel Tire & Wheel	
Unit 12 tires	-659.21
Total Hummel Tire & Wheel	-659.21
Ian Ivey	
Safe Work Practices Award	-200.00
Total Ian Ivey	-200.00
Industrial Electric	
electrical shop supplies	-14.95
TRF sludge pump auxilliary contact replacement	-55.16
Essex heater replacement	-130.45
rigid pipe for Truesdale mast	-42.42
Total Industrial Electric	-242.98
James L. Able	
Tree removal consult at Ruth Lake	-975.00
Total James L. Able	-975.00
Jasson KlingonSmith	
Safe Work Practices Award	-200.00
Total Jasson KlingonSmith	-200.00
John Friedenbach	
Safe Work Practices Award	-200.00
Total John Friedenbach	-200.00
Keenan Supply	
replacement tools for vehicles	-349.83
Total Keenan Supply	-349.83
Keith Daggs	
Safe Work Practices Award	-200.00
Total Keith Daggs	-200.00
Keller America, Inc	
replace Ruth weir pump control transducer	-713.93
Total Keller America, Inc	-713.93
Ken Davis	
Safe Work Practices Award	-200.00
Total Ken Davis	-200.00

Humboldt Bay Municipal Water District Expenses by Vendor Detail

February 2017

SECTION K2a, PAGE NO. 14

Memo	Amount
Larry Raschein	
Safe Work Practice Award	-200.00
Total Larry Raschein	-200.00
Layne Christensen Company	
Collector 1 & 1A Rehabilitation Project - Progress Payment 7	-377,957.50
Total Layne Christensen Company	-377,957.50
Laythen Martines	
Safe Work Practices Award	-200.00
Total Laythen Martines	-200.00
Lee Dedini	
Safe Work Practices Award	-200.00
Total Lee Dedini	-200.00
Lisa Newell	
auto mileage reimbursement	-38.09
Total Lisa Newell	-38.09
Lui Ahmad	
Safe Work Practices Award	-200.00
expense reimbursement for Essex office supplies	-34.60
Total Lui Ahmad	-234.60
Mad River Union	
Board of Directors Vacancy notice - 3 issues	-180.00
Business Manager position advertisement - 1 issue	-138.00
Annual subscription	-40.00
Total Mad River Union	-358.00
Mario Palmero	
Safe Work Practices Award	-200.00
reissue lost check #42793 - reimbursement for safety shoes	-282.05
Total Mario Palmero	-482.05
Matthews Paints, Inc.	
Lumber Rack for new Unit 15	-44.11
Total Matthews Paints, Inc.	-44.11
Miller Farms Nursery	
equipment maintenance	-75.78
Total Miller Farms Nursery	-75.78
Mission Linen	
maintenance supplies	-162.48
Uniform Rental	-537.68
Total Mission Linen	-700.16
Mitchell, Brisso, Delaney & Vrieze	
Legal services - January 2017	-1,054.00
Total Mitchell, Brisso, Delaney & Vrieze	-1,054.00
Napa Auto Parts	
Unit 8 welder service	-16.73
repalce shop creeper	-108.49
service vehicles - Unit 1, 4, 7 and 8	-71.20
shop supplies	-94.93
Replace Unit 15	-330.64
Total Napa Auto Parts	-621.99

Humboldt Bay Municipal Water District Expenses by Vendor Detail

February 2017

SECTION K2a, PAGE NO. 15

Memo	Amount
Network Management Services	
EssentialCare Computer Support Service for Eureka office	-342.00
Guard-IT Security Service for Eureka office	-139.99
Recover-IT Backup Solution	-124.99
Domain Management	-3.00
Umbrella- Security	-30.00
Total Network Management Services	-639.98
North Coast Cleaning Services, Inc	
Eureka office building maintenance	-545.00
Total North Coast Cleaning Services, Inc	-545.00
North Coast Journal, Inc	
Electrician & Instrumentation Technician position advertisement	-166.00
Board of Directors Vacancy Notification	-290.70
position advertisement - Business Manager	-153.00
Total North Coast Journal, Inc	-609.70
North Coast Laboratories	
lab tests	-865.00
Total North Coast Laboratories	-865.00
North Valley Labor Compliance	
Collectors 1 & 1A Lateral Replacement	-525.00
Total North Valley Labor Compliance	-525.00
Northern California Safety Consortium	
membership fee	-50.00
Total Northern California Safety Consortium	-50.00
NTU Technologies, Inc	
TRF chemical supplies	-4,113.00
Total NTU Technologies, Inc	-4,113.00
Pacific Gas & Electric Co.	
Ruth Bunkhouse	-46.73
Eureka office	-593.94
Jackson Ranch Rectifier	-18.13
299 Rectifier	-91.57
West End Road Rectifier	-111.23
TRF	-8,226.15
Ruth Hydro Valve Control	-24.90
Ruth Hydro	-103.11
Samoa Booster Pump Station	-284.93
Samoa Dial Station	-43.90
Essex Pumping January 1 - 31, 2017	-45,394.86
Total Pacific Gas & Electric Co.	-54,939.45
Pacific Paper Co.	
Eureka office supplies	-129.60
CIP update	-103.44
Total Pacific Paper Co.	-233.04
Paul Helliker	
Safe Work Practices Award	-200.00
Total Paul Helliker	-200.00
Paul Jorgensen	
Safe Work Practice Award	-200.00
Total Paul Jorgensen	-200.00
Pierson Building Center	
repair Ruth HQ Master Bath/Laundry Room	-182.35
Total Pierson Building Center	-182.35

Humboldt Bay Municipal Water District
Expenses by Vendor Detail

February 2017

Memo	Amount
Pitney Bowes	
refill postage meter	-500.00
postage meter ink	-108.49
Total Pitney Bowes	-608.49
Platt Electric Supply	
REmodel TRF Line Shed 5	-610.55
Total Platt Electric Supply	-610.55
R.J. Ricciardi, Inc, CPAs	
Annual Financial Audit FY15/16	-2,520.00
Total R.J. Ricciardi, Inc, CPAs	-2,520.00
Rebecca J. Moyle	
Safe Work Practices Award	-200.00
Essex-Office supplies	-8.36
NEAC lunch meeting	-40.00
Director recognition	-29.00
mail distribution certification exam application	-7.36
holiday celebration	-19.13
replenish cash box	-10.00
Total Rebecca J. Moyle	-313.85
Recology Arcata	
Essex Garbage Service	-262.44
Total Recology Arcata	-262.44
Recology Humboldt County	
Eureka office garbage/recycling service	-82.30
Total Recology Humboldt County	-82.30
Renner Petroleum	
cardlock fuel - pumping & control	-308.06
cardlock fuel - water quality	-308.06
cardlock fuel - maintenance	-308.06
cardlock fuel - customer service	-308.06
gear oil and sorbent pads	-165.10
Total Renner Petroleum	-1,397.34
Rogers Machinery Company, Inc	
two sump pumps for Collector 1 crossover vault	-434.00
Total Rogers Machinery Company, Inc	-434.00
Roto-Rooter Plumbers	
pump Essex septic tank	-650.00
Total Roto-Rooter Plumbers	-650.00
Ryan Chairez	
Safe Work Practices Award	-200.00
Total Ryan Chairez	-200.00
Sherrie Sobol	
Safe Work Practices Award	-200.00
Total Sherrie Sobol	-200.00
Sierra Chemical Company	
chlorine Invoice SLS 10043335 & Credit Memo SLC 10014181	-1,690.11
lab chemicals	-5,185.13
Total Sierra Chemical Company	-6,875.24
Sitestar Nationwide Internet	
Essex Internet	-52.90
Total Sitestar Nationwide Internet	-52.90
Staples	
Eureka office supplies	-681.92
Total Staples	-681.92

Humboldt Bay Municipal Water District
Expenses by Vendor Detail

February 2017

Memo	Amount
Steven A. Marshall	
lab supplies	-8.61
Essex office supplies	-121.13
employee recognition	-18.00
Safe Work Practices Award - Grand Prize	-500.00
Total Steven A. Marshall	-647.74
Streamline	
Website maintenance February membership fee-	-450.00
Total Streamline	-450.00
Sudden Link	
Eureka office internet	-204.95
Fieldbrook-Glendale CSD internet	-170.68
Total Sudden Link	-375.63
Telstar Instruments, Inc	
chlorine system maintenance	-4,961.00
TRF chemicals	-566.25
Total Telstar Instruments, Inc	-5,527.25
Thavisak Syphanthong!	
Safe Work Practice Award	-200.00
Total Thavisak Syphanthong!	-200.00
The Mill Yard	
maintenance shop supplies	-138.86
Electrical Shop Upgrade - Phase 2	-63.30
Collector 3 weather sealing materials	-39.24
Line Shed 7 shelving	-52.13
Total The Mill Yard	-293.53
The Times-Standard	
Position Advertisement Electrician & Instrumentation Technician	-2,646.77
Advertisement of Board of Directors vacancy	-1,187.75
Total The Times-Standard	-3,834.52
Tim Farrell	
Safe Work Practice Award	-200.00
Total Tim Farrell	-200.00
Times Printing	
envelopes	-215.70
Total Times Printing	-215.70
Trimark Associates, Inc	
Provide equipment and assist with installation for revenue metering	-13,586.00
Total Trimark Associates, Inc	-13,586.00
Trinity County General Services	
Pickett Peak site lease	-250.00
Total Trinity County General Services	-250.00
Trinity County Solid Waste	
Ruth HQ dump fees	-12.90
Ruth Hydro dump fees	-12.90
Total Trinity County Solid Waste	-25.80

Humboldt Bay Municipal Water District Expenses by Vendor Detail

February 2017

Memo	Amount
U.S. Bank Corporate Payment System	
Essex safety signs	-32.74
Essex backup software update	-299.97
Electrician & Instrumentation Technician position advertisement -Sacramen...	-489.56
Electrician & Instrumentation Technician position advertisement - Craigs Li...	-20.00
Electrician & Instrumentation Technician position advertisement - Craigs Li...	-70.00
Electrician & Instrumentation Technician position advertisement -Craigs Li...	-150.00
Electrician/ & Instrumentation Technician position advertisement -Record S...	-882.45
General Manager Recruitment Lunch	-43.88
service charge	-20.54
Total U.S. Bank Corporate Payment System	-2,009.14
U.S. Bank Corporate Trust Services	
SRF Quarterly Account Maint Fee (Oct - Dec 2016)	-150.00
Total U.S. Bank Corporate Trust Services	-150.00
USTI, Inc	
Humboldt Bay retail ebill	-12.16
Fieldbrook-Glendale CSD ebill	-15.36
Total USTI, Inc	-27.52
Verizon Wireless	
Operations 1	-2.69
Superintendent	-102.12
Unit 3	-19.34
Electrician	-0.22
Operations 2	-1.78
Water Operations Supervisor - Unit 11	-56.47
Maintenance Supervisor	-41.43
Electrician	-23.29
Unit 6	-5.94
Unit 6	-5.95
Assistant Water Operations Supervisor	-43.26
Spare Operations	-0.22
Total Verizon Wireless	-302.71
West Coast Plumbing	
Ruth HQ water system repair	-21.62
Total West Coast Plumbing	-21.62
West Group	
California Water Code	-82.46
Total West Group	-82.46
William B. Newell	
Safe Work Practices Award	-100.00
Safe Work Practices Award	-100.00
expense reimbursement water treatment training course	-100.00
expense reimbursement Water Treatment Certification	-60.00
expense reimbursement Ruth HQ Master Bath/Laundry repair	-265.79
Total William B. Newell	-625.79
William Wardrip	
Safe Work Practices Award	-200.00
Total William Wardrip	-200.00
TOTAL	-540,453.86

SECTION K&B, PAGE NO. 1

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
Proposed Budget Development Schedule for FY 2017/18

ACTIVITY	DATE	PURPOSE/DESCRIPTION
Staff Budget Development Work	Ongoing by components January-April	Develop components of District Budget to include: 1) Salary and Employee Benefit 2) Services and Supplies 3) Specific Projects 4) Non-wholesale water revenues (credited back to customers) 5) Debt Service 6) Reserves (use of, or additions to) 7) Resulting wholesale customer charges 8) Price Factor 2 Muni Reconciliation 9) Set-up Wholesale Billing Model for next year
Initial Total Budget Estimate	February	Provide preliminary projected gross budget amounts to Board and Munis.
Board Input	Thursday, Mar 9	Board to provide input to staff re: any special projects to be considered during budget development process
1 st Employee Meeting	April 5	Manager, Superintendent and Business Manager meet with employees to solicit input regarding budget process
S&EB and S&S Budget Regular Board Meeting	May 4 ?	Present/discuss Salary & Employee Benefits and Service & Supply Budgets
Project Budget & Employee BBQ	May 24 ?	At Essex: Project Budget Presentation/Discussion followed by BBQ with employees. Possible tour of facilities.
2 nd Employee Meeting	TBD	Follow-up meeting: Manager, Superintendent and Business Manager meet with employees regarding budget process
1 st Draft Budget Regular Board Meeting	Thursday, June 8	Review Draft Budget
Final Budget	Thursday, July 13	Approve Final Budget



02/07/2017

John Friedenbach
Humboldt Bay Municipal Water District
828 7th Street
Eureka, CA 95501

Re: LTD, Life, AD&D
Policy #409220

Dear John:

Thank you for choosing Unum as your insurance provider. By selecting coverage from Unum, you are partnering with a leader in income protection – and with a company that is dedicated to providing responsive service and reliable protection at an affordable price. We offer innovative plan designs as well as unparalleled employee support programs.

Based on our review of your policy this renewal period, the current rates will remain inforce, effective 05/01/2017:

	<u>Current Rate</u>	<u>Rate Guaranteed Until</u>
LTD:	\$0.83/\$100	05/01/2018
LIFE:	\$0.23/\$1000	05/01/2018
DEPENDENT LIFE:	\$5.00	05/01/2018
AD&D:	\$0.015/\$1000	05/01/2018

If you have any questions, please contact me or your Broker. In addition, I can help you review all the options available through our group product portfolio to enable you to craft a cost effective benefit plan that meets the needs of your total employee population.

We look forward to strengthening our partnership and continuing to serve your benefit needs.

Regards,

Eric Fackrell
Senior Sales Consultant
Unum
License No. 0K54290

Operations

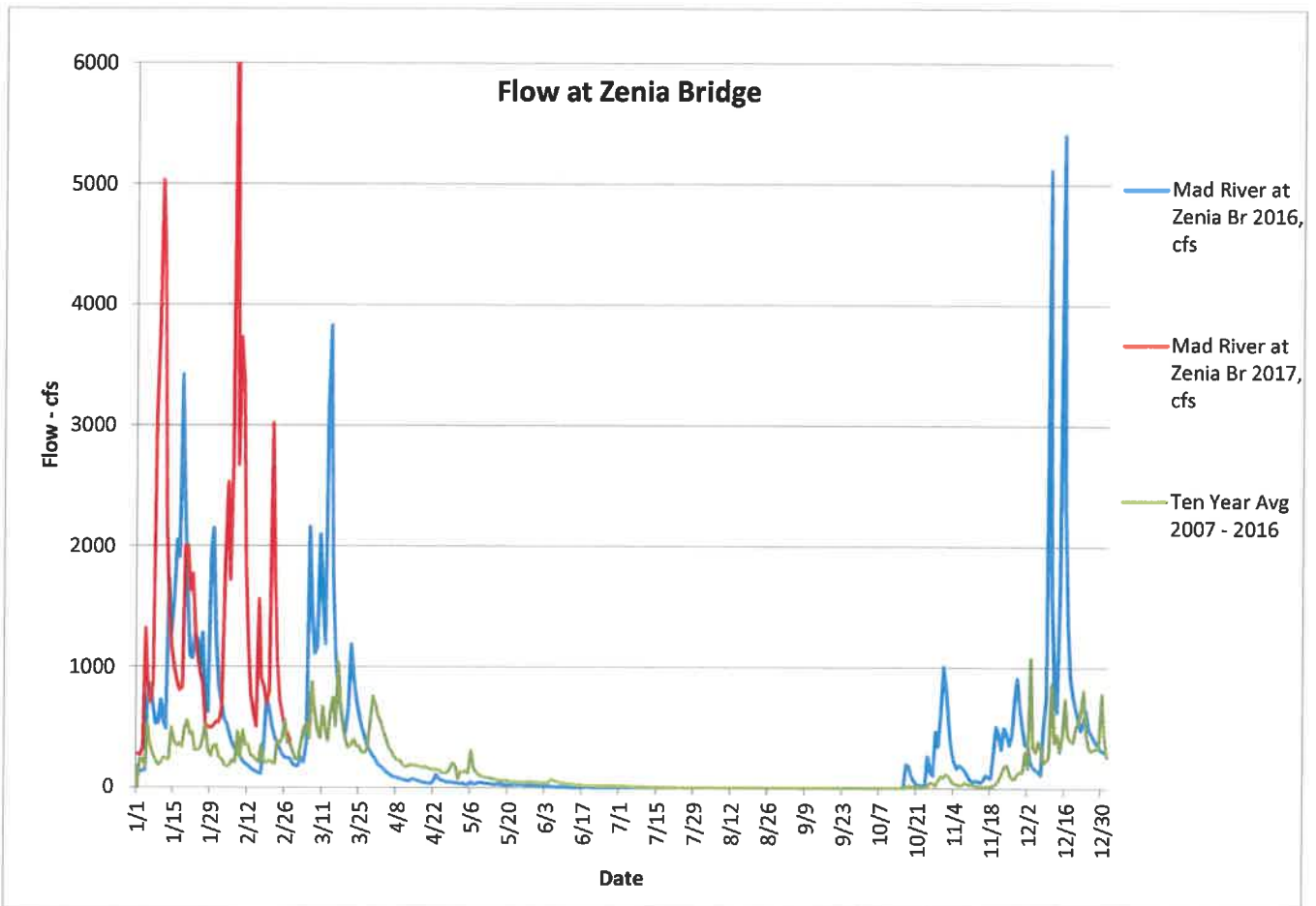
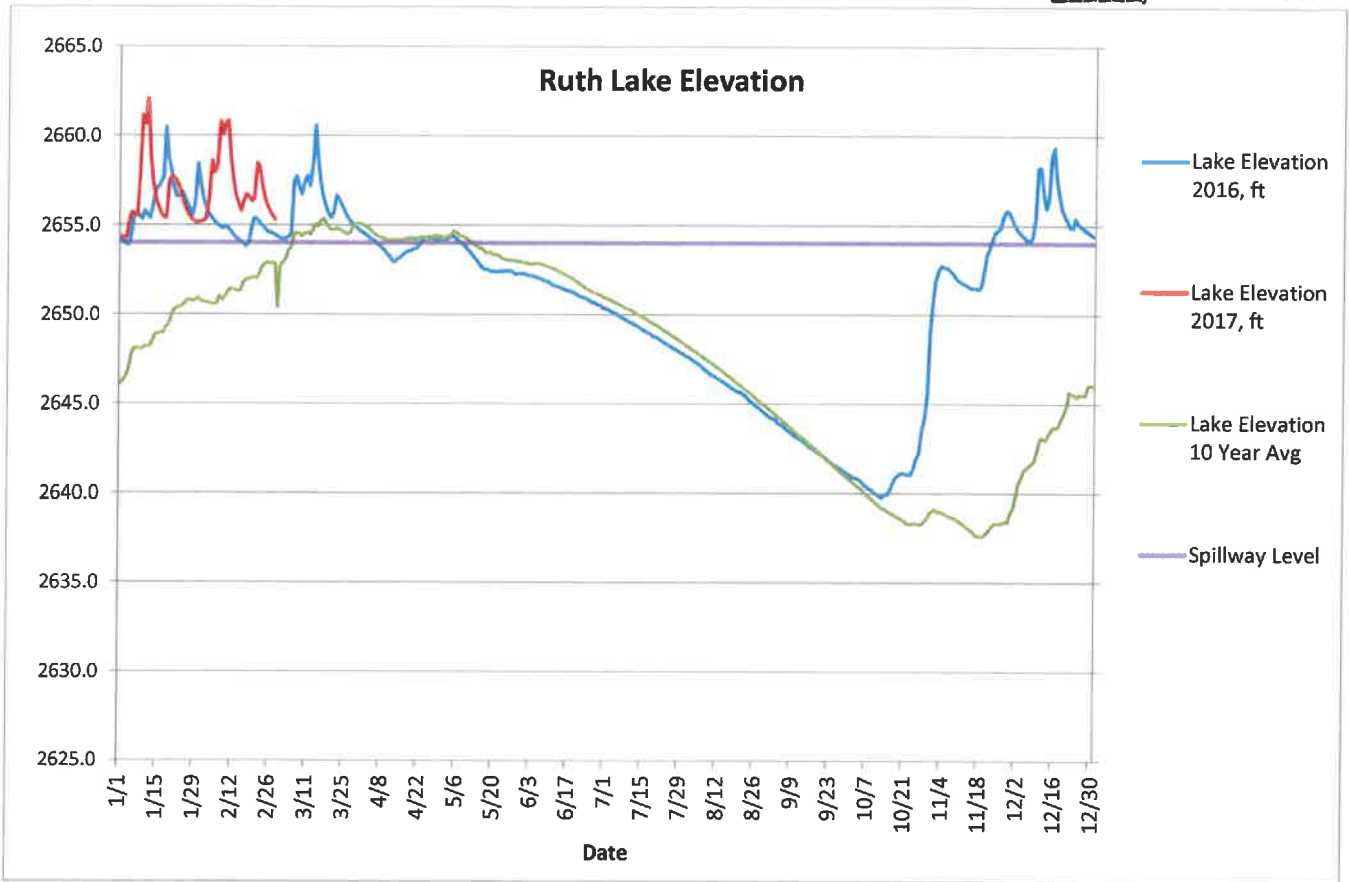
Ruth Lake, Upper Mad River and Hydro Plant

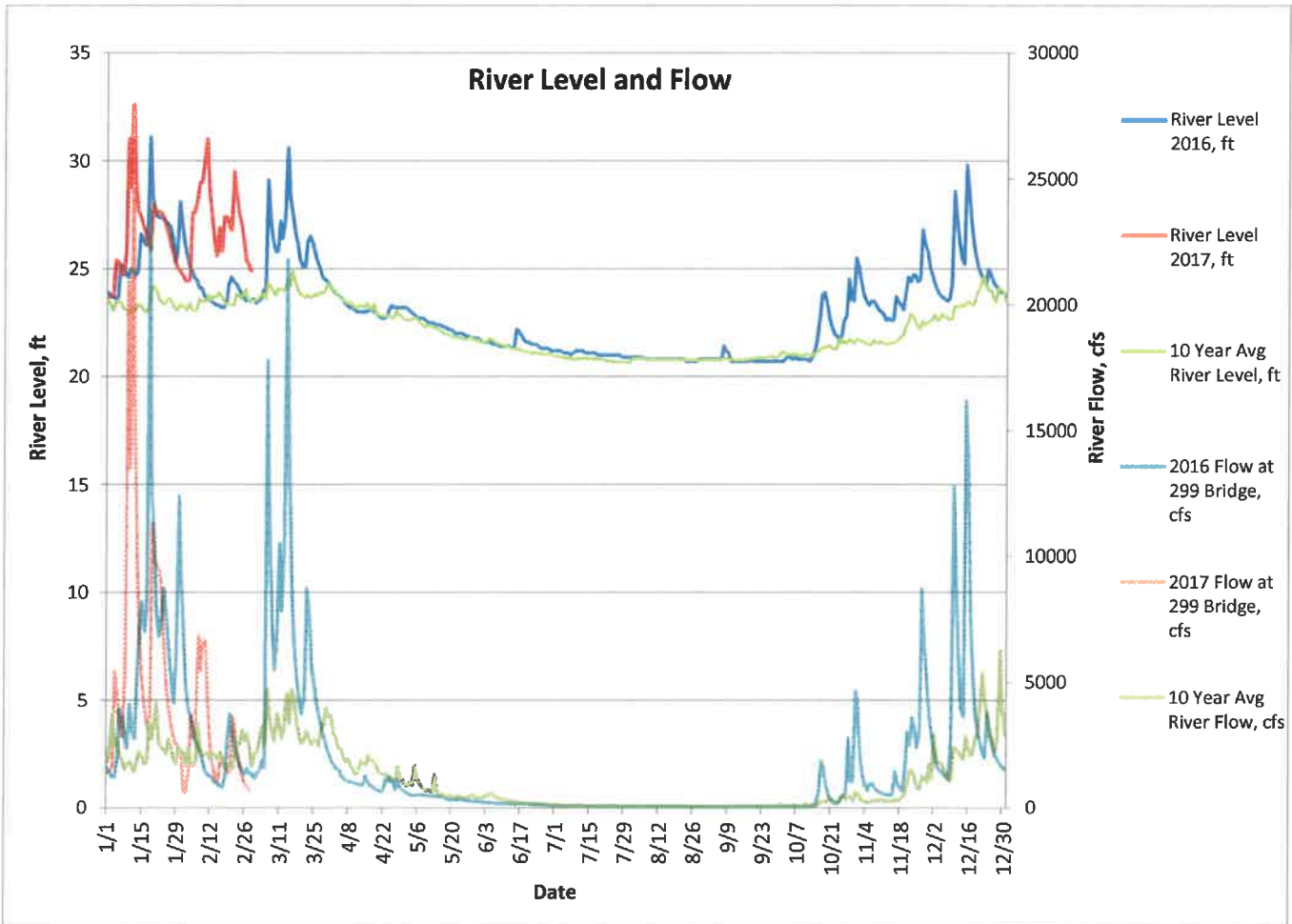
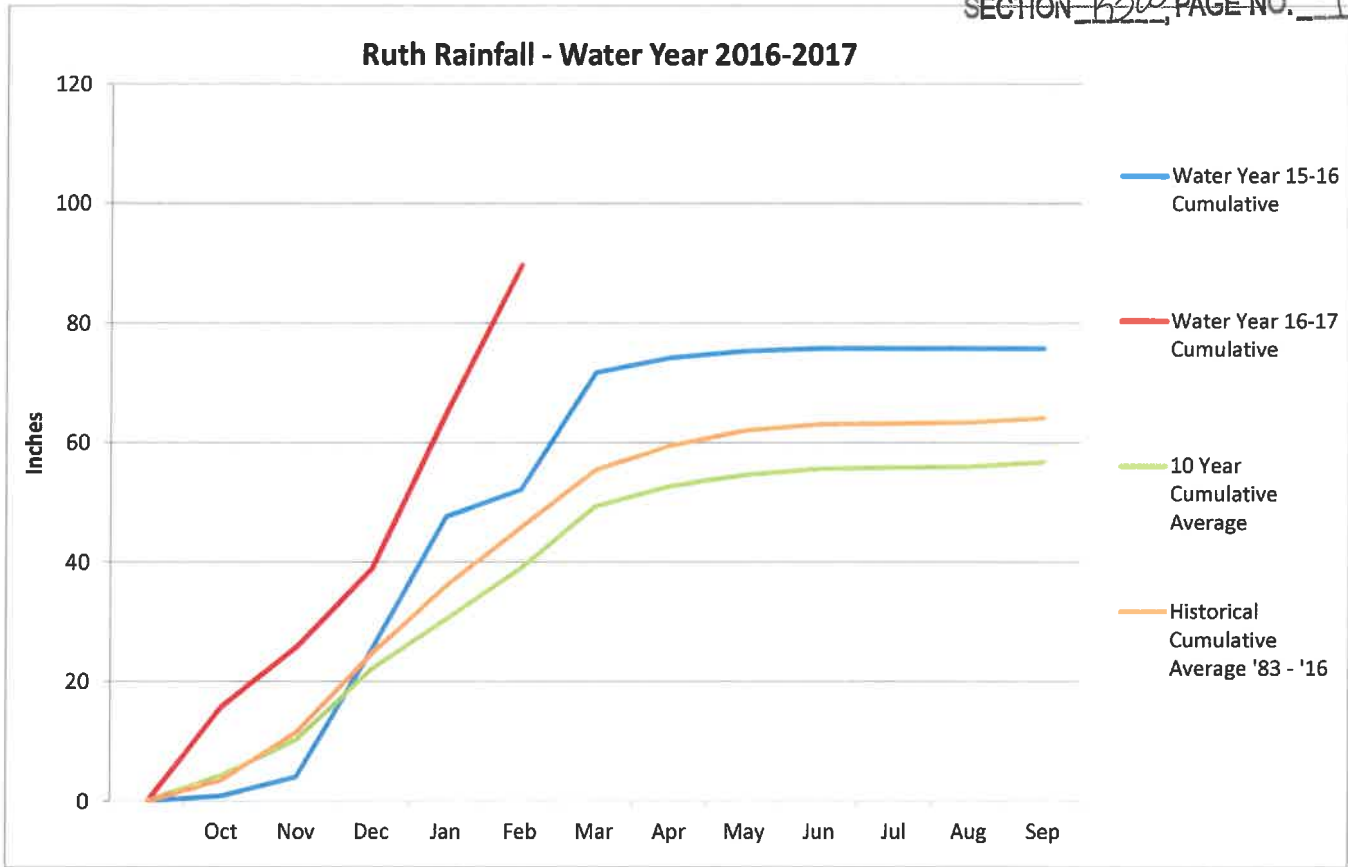
1. The high flow at Mad River above Ruth Reservoir (Zenia Bridge) during the month was measured on February 7th at 7,280 cfs and the low flow was measured on February 28th at 385 cfs.
2. The conditions at Ruth Lake in February were as follows:
 - a. The lake level on February 28th was 2655.29 feet which is:
 1. 0.11 feet higher than January 31st, 2017
 2. 2.18 feet lower than February 28th, 2016
 3. 4.13 feet higher than the ten year average
 4. 1.29 feet over the spillway
3. We measured 24.64 inches of rain at Ruth Headquarters during the month with a high reading of 3.94 inches measured on February 9th.
4. Ruth hydro power production was 885,600 kWh during the month with 3 shutdowns and 9,920 kWh lost power.
5. The high discharge flow from the lake this month was 6,869 cfs on February 7th and the low release flow from the lake was 648 cfs on February 1st.

Winzler Control, TRF and Lower Mad River

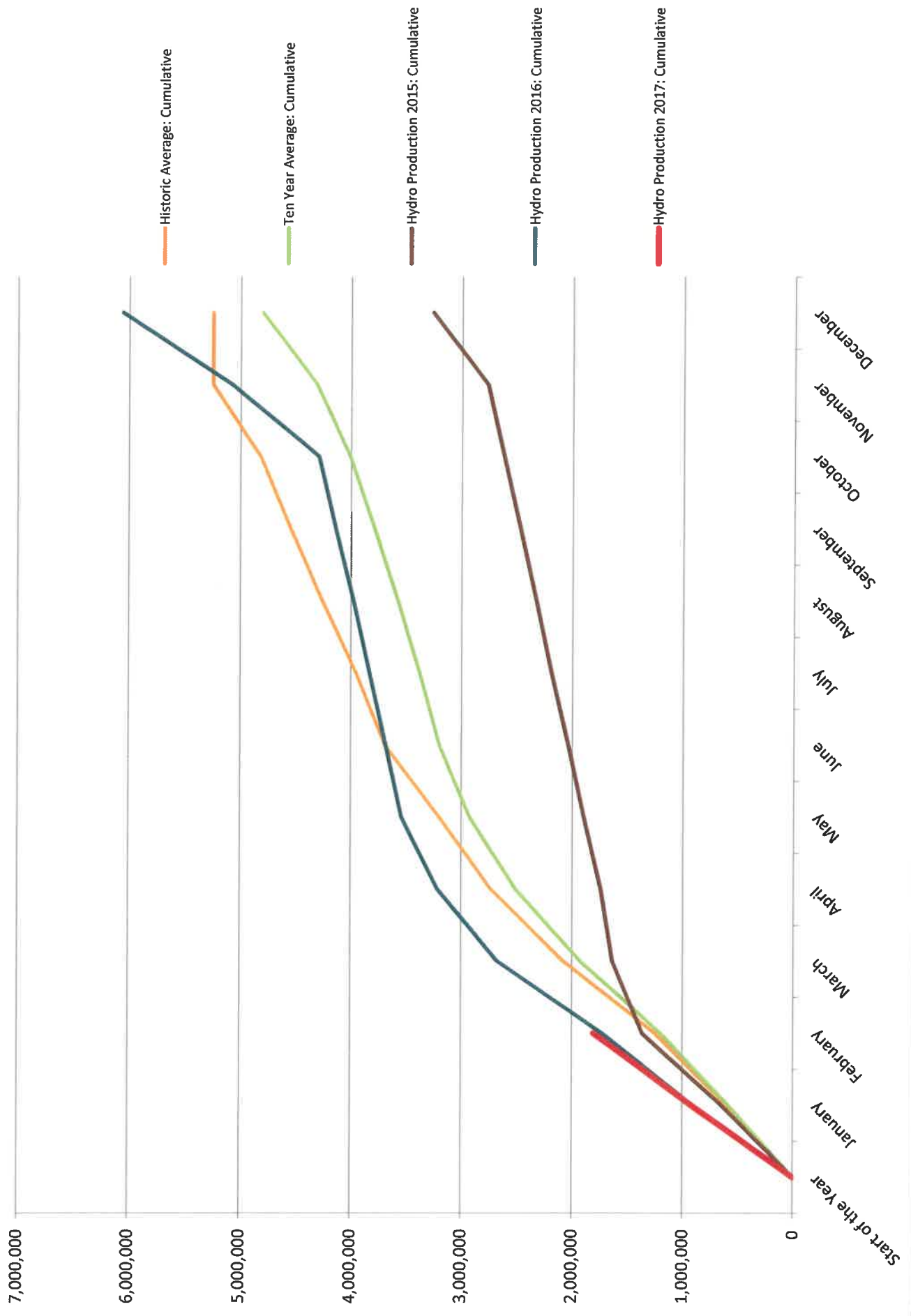
6. The river at Winzler Control Center reached a high recorded flow of 20,400 cfs and a level of 31.0 feet on February 10th. The low river flow was on February 2nd with a flow of 2160 cfs and a level of 24.4 feet.
7. The domestic water conditions for February were as follows:
 - a. The monthly turbidity average was 0.17 NTU, which meets Public Health Secondary Standards.
 - b. We metered 214.621 million gallons at an average of 7.665 MGD.
 - c. The maximum metered daily municipal customer use was 8.833 MGD on February 3rd.
8. The Turbidity Reduction Facility ran 28 days in February. The conditions were as follows:
 - a. Filtered water production was 223.161 million gallons.
 - b. Average monthly source water turbidity was 5.37 NTU.
 - c. Average monthly filtered water turbidity was 0.13 NTU.

9. February 1st – One of our Electrical – Instrumentation Technicians got a minor injury to his Right index finger. He was treated at Mad River Community Hospital and is doing fine with no lost time at work other than a 2-1/2 hr. hospital visit.
10. February 2nd – Finished CT reservoir inspection and minor repairs.
11. February 13th – A maintenance crew went to Ruth to clean up from storms. They removed debris from the slide that was encroaching on the road, cleaned culverts and drainages.
12. February 15th – All, on-shift Essex personnel completed the annual Hearing and Respiratory exams. These exams are required for all employees required to use respirators and SCBA's.
13. February 16th
 - a. Telstar was on-site for the first planning, scheduling and coordination meeting for the SCADA upgrade project. This project is now in progress and going well.
 - b. Completed interviews for the new Electrical - Instrumentation Tech position. The new employee started on March 6th.
 - c. One of our Operators turned in his 2 week notice of his last day of employment with the District, which was February 27th.
14. Notable, Ongoing & Current projects
 - a. Collector 1 – 1A lateral replacement – In Progress, nearly complete
 - b. Fieldbrook Communications upgrade – In progress, still waiting for Sudden Link to complete the new connections
 - c. Arcata intertie Radio Link to SCADA – Nearly complete, waiting for signal from Arcata.





Ruth Hydro Production: kW per Month





Humboldt Bay Municipal Water District Ruth Hydro Production Report - Since June 1983

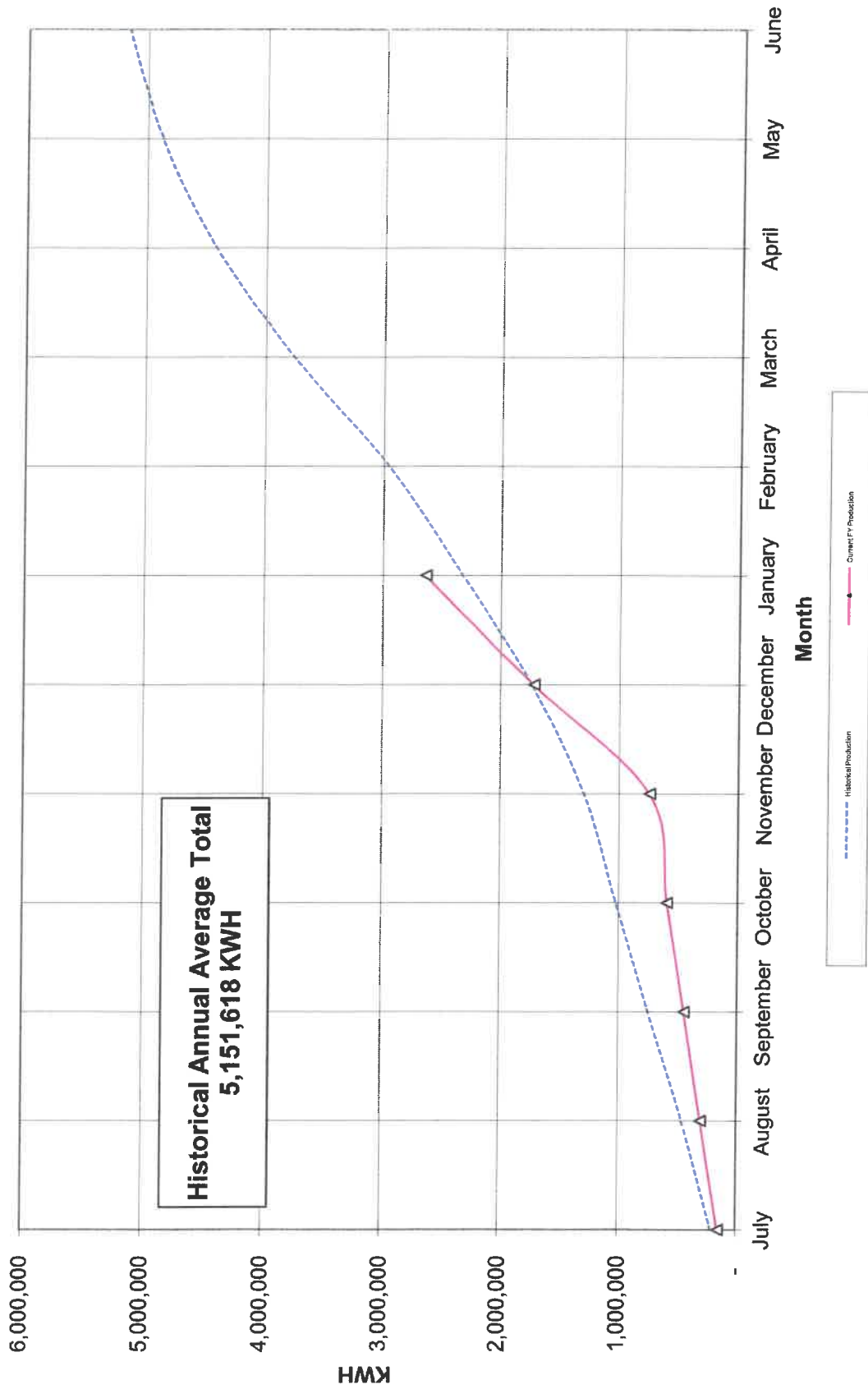
	Total Kwh Production	Production for Period Ending 1/31/2017	Average Monthly Kwh Production
On Peak	11,519,130		28,442
Part Peak	57,709,785	353,723	142,493
Off Peak	82,685,932	418,988	204,163
Super Off Peak	26,428,340	143,852	65,255
Grand Total	178,343,187	916,562	440,354

Grand Total Revenues \$8,696,351.90


No. of Months of Operation 405

Average \$/Kwh \$0.0488

**Historical vs. Actual Cumulative Production
Gosselin Hydroelectric Plant @ Ruth Lake
All Data In Kilowatt Hours**



Confidential: Documents submitted under General Order 66-C, §§2.8 and PU Code §583

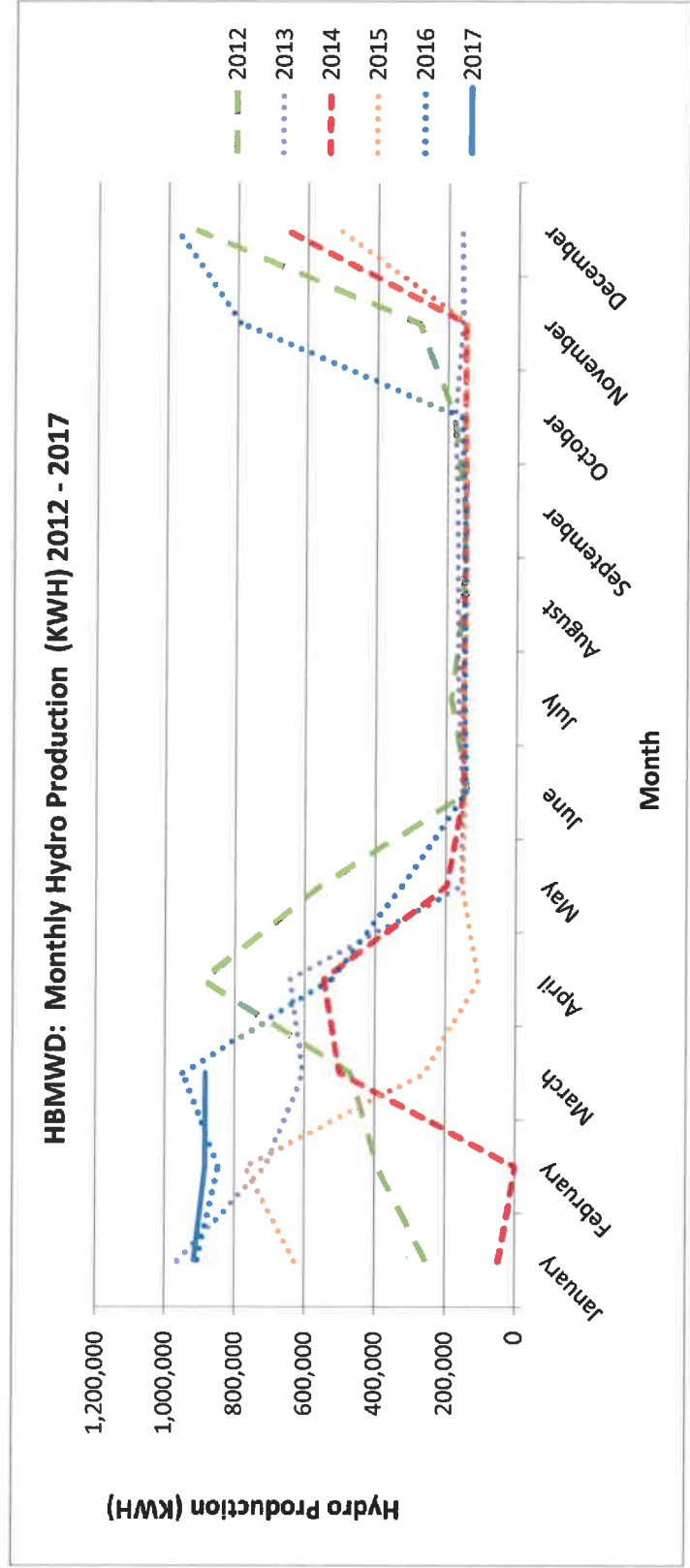
 Pacific Gas and Electric Company Purchase / Sales Invoice Invoice Number: 87777	From: Pacific Gas and Electric Company 77 Beale Street San Francisco, CA 94105	To: HUMBOLDT BAY MWD P. O. Box 95 Eureka, CA 95501	
	Delivery Period Start: 01/01/2017 Delivery Period End: 01/31/2017 Invoice Date: 02/08/2017 Due Date: 03/02/2017	Contract Manager: Nancy Breckenridge Phone: 415-973-4092 Email: NJB6@pge.com	Project Name: HUMBOLDT BAY MWD Payment Method: CHECK Vendor Number: 1024538
	Log Number: 19H051 Account Code: 2320900 Meter Channel: LJ600B Contract Start: 04/10/1983	Settlement Analyst: Kimberly Song Phone: 415-973-5815 Fax: 415-973-9505 Email: KSSW@pge.com	Contact: Steve Marshall Phone: 707-822-2918 Fax: Email: ops@hbmwd.com

Payment Name	Quantity	Unit	Amount
Energy Payment 01/01/2017 - 01/31/2017	916.562	MWh	\$-32,720.62
As-Delivered Capacity Payment	772.710	MWh	\$-2,324.59
Net Total			\$-35,045.21

Total Amount Due to HUMBOLDT BAY MWD on Due Date: 03/02/2017**USD \$ 35,045.21**

**Humboldt Bay Municipal Water District
Monthly Hydro Electric Production (KWH) for CY2012 - 2017**

Month	2012	2013	2014	2015	2016	2017
January	255,300	962,724	47,002	632,611	907,103	916,562
February	390,898	713,055	0	769,170	848,575	885,600
March	470,351	605,327	501,812	261,555	950,250	
April	892,452	642,402	545,893	106,258	523,573	
May	553,888	152,795	196,968	151,803	323,636	
June	138,181	152,044	147,630	143,055	142,248	
July	186,027	164,775	149,503	150,599	147,564	
August	151,424	168,428	148,220	140,977	147,531	
September	147,850	169,768	145,020	145,468	148,770	
October	179,706	178,812	148,715	147,574	159,930	
November	282,768	157,195	148,816	145,196	793,097	
December	923,766	160,936	665,823	510,915	978,889	
Total Annual	4,572,611	4,228,261	2,845,402	3,305,181	6,071,166	1,802,162



RCEA, RREDC, *NCRP*



Redwood Coast Energy Authority

SECTION L4a PAGE NO. 1

633 3rd Street, Eureka, CA 95501

Phone: (707) 269-1700 Toll-Free (800) 931-RCEA Fax: (707) 269-1777

E-mail: info@redwoodenergy.org Web: www.redwoodenergy.org

MEETING AGENDA

NOTE MEETING LOCATION:

**Humboldt Bay Municipal Water District Office
828 7th St, Eureka, CA 95501**

**February 27, 2017
Monday, 3:15 p.m.**

Redwood Coast Energy Authority will accommodate those with special needs. Arrangements for people with disabilities who attend RCEA meetings can be made in advance by contacting Barbara Garcia at 269-1700 by noon the day of the meeting.

I. ROLL CALL

II. REPORTS FROM MEMBER ENTITIES

III. ORAL COMMUNICATIONS

This time is provided for people to address the Board or submit written communications on matters not on the agenda. At the conclusion of all oral & written 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.

IV. CONSENT CALENDAR

All matters on the Consent Calendar are considered to be routine by the Board and are enacted on 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.

- A. Approve Minutes of January 23, 2017 Board Meeting.
- B. Approve attached Warrants.
- C. Accept attached Financial Reports.

V. REMOVED FROM CONSENT CALENDAR ITEMS

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

VI. NEW BUSINESS

A. FY 2016-17 Budget

Approve FY16-17 budget adjustments of a decrease to information technology expenses by \$30,000, an increase to legal expenses by \$57,000, and an increase to bank charges by \$7,800.

B. Records Retention

Adopt Resolution No. 2017-2 of the Redwood Coast Energy Authority Adopting a Records Retention Policy.

VII. 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 weighting voting as established in the RCEA joint powers agreement.

VIII. NEW CCE BUSINESS

A. Power Procurement Update

- Update on market procurement activities – wind and solar
- Update on biomass request for offers

Provide direction to staff regarding biomass procurement options.

B. Outreach and Customer Notification Update

IX. STAFF REPORTS

A. Executive Director

- California Community Choice Association (CalCCA) membership
- California Forestry Association annual meeting presentation
- RCEA/PG&E joint workshop for local energy efficiency trade pros
- Policy/process for agenda development
- Electric Vehicle Program funding
- Staffing/hiring updates

X. ADJOURNMENT

From: Matthew Marshall <mmarshall@redwoodenergy.org>

Date: February 22, 2017 at 1:02:14 PM PST

To: 'Greg Sparks' <gsparks@ci.eureka.ca.gov>, 'Karen Diemer' <kdiemer@cityofarcata.org>, 'Kyle Knopp' <kknopp@riodellcity.com>, 'Jay Parrish' <citymanager@ci.ferndale.ca.us>, <citymanager@bluelake.ca.gov>, 'Trinidad City Manager' <citymanager@trinidad.ca.gov>, <rmendoza@ci.fortuna.ca.us>, "'Nilsen, Amy'" <ANilsen@co.humboldt.ca.us>, 'Mark Wheetley' <mwheetley@cityofarcata.org>, 'Paul Helliker' <helliker@hbmwd.com>

Subject: Community Choice Energy Updates

Hello RCEA-Member Mangers (congrats, Mark),

I wanted to share a few Community Choice Energy updates with you all to keep you abreast of progress:

1. **Power Mix:** We continue to be on track for beginning service to customers in May; we completed the first round of power procurement with TEA in January for the bulk of our 2017 power requirements. We are still in the RFO/negotiation stages for the local biomass component of the portfolio, but overall we are on target for 37% RPS-eligible renewable energy content and 64% fossil-free, putting us on track for our goal of 5% more renewable energy and 5% lower GHG emissions rate that PG&E.
2. **Rates:** The RCEA Board set rates for 2017, with rates lower than PG&E's and on track toward our target of \$2million/year in county-wide rate savings (\$1.1million projected for May/June through December 2017). This works out to a modest rate savings of a couple % on individual customers' electricity bills. Opting up to 100% renewable energy will be at a 1-cent /kWh premium price – if you are interested in opting up any/all of your facilities, let us know.
3. **Customer Notifications:** The first rounds of customer notification went in the mail this week and will be going out in batches between now and ~March 10th. There will be a second mailer prior to the May launch, followed by two notices after May, and customers with solar systems are being provided with additional information about how it will change for them [slightly better for them, but mostly staying the same]. Your jurisdictions will of course be getting the notification as well, so please keep any relevant staff in the loop – and that there is no action needed (unless you want to opt up). *see attached*
4. **Information Resources:** If customers want more information (or want to opt-up to 100% renewable, or opt-out), they have a few options:
 - a. There is lots of info and the ability to opt-up/out through our website www.RedwoodEnergy.org
 - b. The call center is live at 1-800-931-RCEA.
 - c. And while we're generally directing folks to those two resources, folks can of course still walk into our office and/or call our local direct line (707-269-1700).
5. **Outreach & Presentations:** We're going full steam with other outreach, including radio, TV, print, bus, and social media advertising. And are also continuing to provide informational presentations if you have any groups that might be interested. On that note, we're happy to come to any of your Council/Board meetings to provide an update on all this—if you would like to schedule something and haven't already, just let me know. And we are happy to provide more information on how the rate-savings will benefit your facilities.

Thanks,
 Matthew Marshall
 Executive Director
 Redwood Coast Energy Authority
 707-269-1700



**REDWOOD COAST
Energy Authority**

633 3rd Street
Eureka, CA 95501

H.B.M.W.D. FEB 23 2017

**BOARD OF
DIRECTORS**

- Michael Winkler**
CITY OF ARCATA
- Bobbie Ricca**
CITY OF BLUE LAKE
- Austin Allison**
CITY OF EUREKA
- Michael Sweeney**
CITY OF FERNDALE
- Dean Glaser**
CITY OF FORTUNA
- Sheri Woo**
HUMBOLDT BAY
MUNICIPAL WATER
DISTRICT
- Estelle Fennell**
COUNTY OF
HUMBOLDT
- Tim Marks**
CITY OF RIO DELL
- Dwight Miller**
CITY OF TRINIDAD

**CITIZENS' ADVISORY
COMMITTEE**

- Norman Bell
- Erin Dunn
- Richard Johnson
- Luna Latimer
- Kit Mann
- Heidi Otten
- Kathy Srabian
- Matty Tittmann

Dear community member,

Redwood Coast Energy Authority is launching a Community Choice Energy program to offer you lower electricity rates. It's locally controlled, keeping revenues in Humboldt County. We're buying cleaner, more locally produced electricity and feeding it into the grid, in partnership with PG&E. You'll get the same reliability, with more renewable power—at a lower price.

How it works

When service begins in May 2017, all residential and commercial electricity ratepayers will be automatically transitioned to our basic service that costs slightly less than PG&E's current service. You'll have a choice to opt up to 100% renewable energy or opt out with a simple phone call or click. There's no fee to make a change.

It's simple

Just one bill. Even though you will pay Redwood Coast Energy Authority for power generation and PG&E for power delivery, you will get just one combined bill every month from PG&E.

Same reliable service. You'll still call PG&E to start and stop service, and report outages and emergencies. They will continue to maintain the poles and power lines, read your meter and provide service.

Lower rates. Our rates will be a bit lower than PG&E's rates—with a renewable content that's a bit higher. Nothing else about your service will change. No new risks or hassles.

The choice is yours

If you take no action, you'll be transitioned to **REpower**, our basic electric service, on your regular billing date. It's 37% renewable (well above state requirements and PG&E's energy mix) and costs slightly less than PG&E power.

If you want to go all-out, sign up for **REpower+** 100% renewable service. This option comes with a small price premium.

If you'd rather continue with PG&E's standard bundled service, just call us at 1 (800) 931-RCEA or visit RedwoodEnergy.org to opt out. Be sure you have your PG&E bill on hand so we can help you.

Discount and alternative billing programs

If you're enrolled in any of PG&E's discount programs, you will continue to get your discounts with Redwood Coast Energy Authority without interruption—there's no need to reapply for California Alternate Rates for Energy (CARE), Family Electric Rate Assistance (FERA), Medical Baseline Allowance (MBA) and the Low Income Home Energy Assistance Program (LIHEAP). For Balanced Payment Plan (BPP) customers, RCEA generation rates will not be included as part of the BPP and will thus vary from month to month.

As a Community Choice Energy customer, you will enjoy lower electric rates, greater local control over our energy supply, and the same reliable energy service as always. We look forward to having you participate.

Sincerely,

Matthew Marshall
Executive Director, Redwood Coast Energy Authority

Terms and Conditions

RATES: Redwood Coast Energy Authority (RCEA) electric generation rates are proposed to be stable and cost-competitive. Any changes to rates will be adopted at duly noticed public meetings of the Redwood Coast Energy Authority Board. Changes to PG&E or RCEA rates will impact cost comparisons between RCEA and PG&E. PG&E charges RCEA customers a monthly Power Charge Indifference Adjustment (PCIA) and Franchise Fee Surcharge. These fees are always included in our rate information. (Call (800) 931-RCEA to learn more.) These rates and cost comparisons may change over time. Financial assistance programs like CARE (California Alternate Rates for Energy), FERA (Family Electric Rate Assistance) and Medical Baseline Allowance remain the same with RCEA and will continue to be administered by PG&E. If you are enrolled in any of these programs with PG&E, you will continue to be enrolled if you choose RCEA.

BILLING: You will receive a single monthly bill from PG&E that includes RCEA's power generation charges. RCEA's electric generation charge replaces PG&E's electric generation charge. RCEA's charge is not a duplicate charge or extra fee. PG&E will continue to charge you for electric delivery services. If you opt out of RCEA, PG&E will resume charging you for electric generation.

ENROLLMENT: California State Assembly Bill 117, passed and signed into law in 2002, requires that Community Choice Energy programs like RCEA's operate as the primary electric generation service provider through an automatic enrollment process. Accounts within RCEA's service area are automatically enrolled with RCEA's REpower energy


service unless the account holder chooses to opt out or sign up for REpower+ 100% renewable energy. Account holders may request to opt out at any time, or to choose REpower+ 100% renewable energy. To sign up for REpower+, call (800) 931-RCEA or visit RedwoodEnergy.org.

OPT OUT: You may opt out of RCEA's CCE program at any time by calling (800) 931-RCEA, or by visiting RedwoodEnergy.org. Please have your PG&E account information on hand to process your request. There is no fee to opt out at any time.

Please be advised that if you do opt out and return to PG&E's bundled service, you will not have the option to return to RCEA's service for one full year, subject to PG&E's terms and conditions of service. Accounts will be transferred on the day the electric meter is read and cannot be transferred during the middle of a billing cycle. In order for your request to be processed on your next meter read date, your request must be received at least 5 business days prior to the date on which the meter is read. If you opt out after 60 days of service, you will have two options: 1) return to PG&E service immediately, paying PG&E's transitional electricity rate (which varies and could be higher or lower than PG&E's standard rate) for the first 6 months of PG&E service, or 2) provide notice of your chosen opt-out date 6 months in advance, then return to PG&E service at their standard rate after continuing service with RCEA for those 6 months.

FAILURE TO PAY: Redwood Coast Energy Authority may transfer your account to PG&E upon 60 calendar days' written notice if you fail to pay your bill.

SECTION L4a PAGE NO. 5

 **REDWOOD COAST
Energy Authority**
Community Choice Energy
633 3rd Street
Eureka, CA 95501

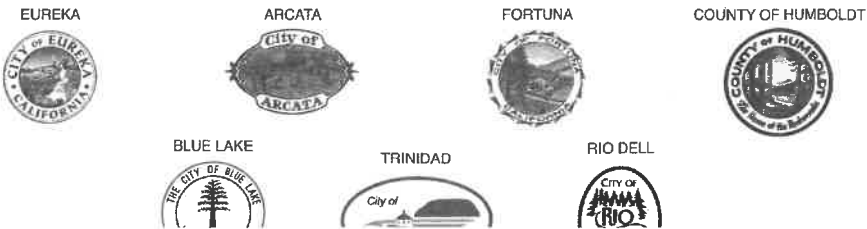
PRSRT STD
U.S. Postage
PAID
Eureka CA
Permit No. 66

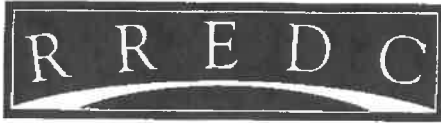
Your electricity service
is changing soon
Find out how

42*12696*****AUTO**SCH 5-DIGIT 95502
HUMBOLDT BAY MUNICIPAL WATER DISTRICT
OR CURRENT RESIDENT
PO BOX 95
EUREKA CA 95502-0095

Participating Communities

If you live in one of these cities or in unincorporated Humboldt County, you can be part of Community Choice Energy starting in May 2017.





Redwood Region Economic Development Commission
Prosperity Center 520 E Street, 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
At the Prosperity Center 520 E Street, Eureka, CA
February 27, 2017 at 6:30 pm
AGENDA

- I. **Call to Order & Flag Salute**
- II. **Approval of Agenda and Minutes**
 - A. Approval of Agenda for February 27, 2017
 - B. Approval of Minutes of the Board of Directors for January 23, 2017
- III. **Public Input – for non-agenda items**
- IV. **Program – Dr. David O'Brien, M.D., President of St. Joseph Hospital, Eureka**
Update on Physician Recruitment, Family Medicine Residency Program, and New Hospital Designations
- V. **Consent Calendar**
 - A. Acceptance of Agency-wide Financial Reports: December 31, 2016
- VI. **Reports – No Action Required**
 - A. Loan Portfolio Report: December 2016
 - B. Executive Director's Report
 - C. Minutes of January 23, 2017 Executive Committee Meeting: information only
- VII. **Old Business**
 - None
- VIII. **New Business**
 - A. Acceptance of audit for FY 2015-2016
 - B. Consideration of modification of RREDC Revolving Loan Fund Plan
 - C. Discussion & Potential Action Integrating Agency Goals & Objectives, Budget, and Executive Director Evaluation Process
- IX. **Member Agencies Reports**
- X. **Agenda/Program Requests for future Board of Directors Meetings**
March 27 EDD's Randy Weaver will give his presentation on Housing Data
- 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.



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