

Humboldt Bay Municipal Water District

828 7th Street, Eureka

Agenda for Regular Meeting of the Board of Directors

March 13, 2025

Meeting Start Time: 9:00 AM



District Mission

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

Members of the public may join the meeting online at:

<https://us02web.zoom.us/j/86710296323?pwd=MjZldGxRa08wZ0FWOHJrUjNhZnFLQT09>

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

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

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

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

Time Set Items:

8.3 Continuing Business	Former McNamara & Peepe Property	9:15 AM
8.1.a Continuing Business	Public Hearing – Ordinance 25	10:00 AM
9.c New Business	TRF Generator – Construction Contract - Wahlund Construction, Inc.	10:15 AM
9.d New Business	Status Update Annie & Mary Trail Connectivity Project - Presentation City of Arcata	10:30 AM
10.1 Engineering	Engineering Staff Report	11:00 AM
10.1.f.i Engineering	Matthews Dam Seismic Stability Project – Consulting Agreement – GEI Consultants, Inc.-CLOSED SESSION	11:15 AM
The Board will take a scheduled lunch break from 12:00 pm to 1:30 pm.		

1. ROLL CALL

2. FLAG SALUTE

3. ACCEPT AGENDA

4. PUBLIC COMMENT

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

5. MINUTES

- a. February 10, 2025, Special Board Meeting*-discuss and possibly approve
- b. February 13, 2025, Regular Board Meeting*-discuss and possibly approve

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

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

7. CORRESPONDENCE

- a. DHHS CA Accidental Release Prevention Program (CalARP) inspection*-discuss

8. CONTINUING BUSINESS

8.1 GENERAL

- a. Ordinance 25 public hearing*-discuss and possibly approve (**Time set 10:00 AM**)
- b. RLCSD Policy 6000.26* -discuss and possibly approve
- c. RLCSD Policy 6550*-discuss and possibly approve
- d. RCAA Garbage Bin & Bicycle Rack update*-discuss
- e. Corebridge 457b Plan*-discuss and possibly approve

8.2 Water Resource Planning*- discuss

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

- a. Correspondence DTSC-Royal Gold Soil and Groundwater Management Plan*-discuss
- b. Status update
 - i. February Monthly Summary and Meeting Report*-discuss
- c. Site maps & historical sampling results (stormwater and well water)*-reference

9. NEW BUSINESS

- a. CSDA Voting Member Presidents and General Managers *-discuss and possibly approve
- b. New Ad-Hoc Committee Charter - Mad River/Baduwa't Headwaters*-discuss and possibly approve
- c. TRF Generator – Construction Contract *-discuss and possibly approve (**Time set 10:15 AM**)
- d. Status Update Annie & Mary Trail Connectivity Project - City of Arcata presentation*- discuss (**Time set 10:30 AM**)

10. REPORTS (from STAFF)

10.1 Engineering – (Time set 11:00 AM)

- a. TRF Generator-status report
- b. Samoa Peninsula Waterline Right-of-Way Maintenance Project EIR-status report
- c. Reservoirs Seismic Retrofit Project-status report
- d. Essex Onsite Sodium Hypochlorite Generation Project-status report
- e. Collector Mainline Redundancy-status report
- f. Matthews Dam Advance Assistance Seismic Stability Project- status report
 - i. Matthews Dam Seismic Stability Project – Consulting Agreement – GEI *-discuss and possibly approve (**CLOSED SESSION** – Conference with District Legal Counsel Ryan Plotz – Critical Infrastructure: Threat to Public Services or Facilities pursuant to Gov. Code 54957. **Time set 11:15 AM**)
- g. Status report re: Other engineering work in progress

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10.2 **Financial**

- a. February 2025 Financial Statement & Vendor Detail Report*-discuss and possibly approve
- b. Fieldbrook-Glendale contract revenue and Expense Summary*-discuss
- c. Update bank signature cards for new General Manager*-discuss and possibly approve
- d. Employee Survey*-discuss

10.3 **Operations**

- a. February Operations Report*-discuss

10.4 **Management**

- a. General Manager Evaluation pursuant to Section 54957(b)(1) – **CLOSED SESSION – this item will be the last item on the agenda**
- b. ACWA Healthy Headwaters Working Group update * -report out
- c. F.I.R.E. Fix - Association of California Water Agencies video-[F.I.R.E. Fix - Association of California Water Agencies](#)

11. **DIRECTOR REPORTS & DISCUSSION**

11.1 General – comments or reports from Directors

11.2 **ACWA (Association of CA Water Agencies)**

Director Report, if any

11.3 **ACWA – JPIA (Association of CA Water Agencies/Joint Powers Insurance Authority)**

Director Report, if any

- a. March 26 - Trenching & Excavation & fall Protection training at HBMWD*-discuss

11.4 **Organizations on which HBMWD Serves**

- a. RCEA (Redwood Coast Energy Authority)*– report out
- b. RREDC (Redwood Region Economic Development Commission)*– report out

ADJOURNMENT

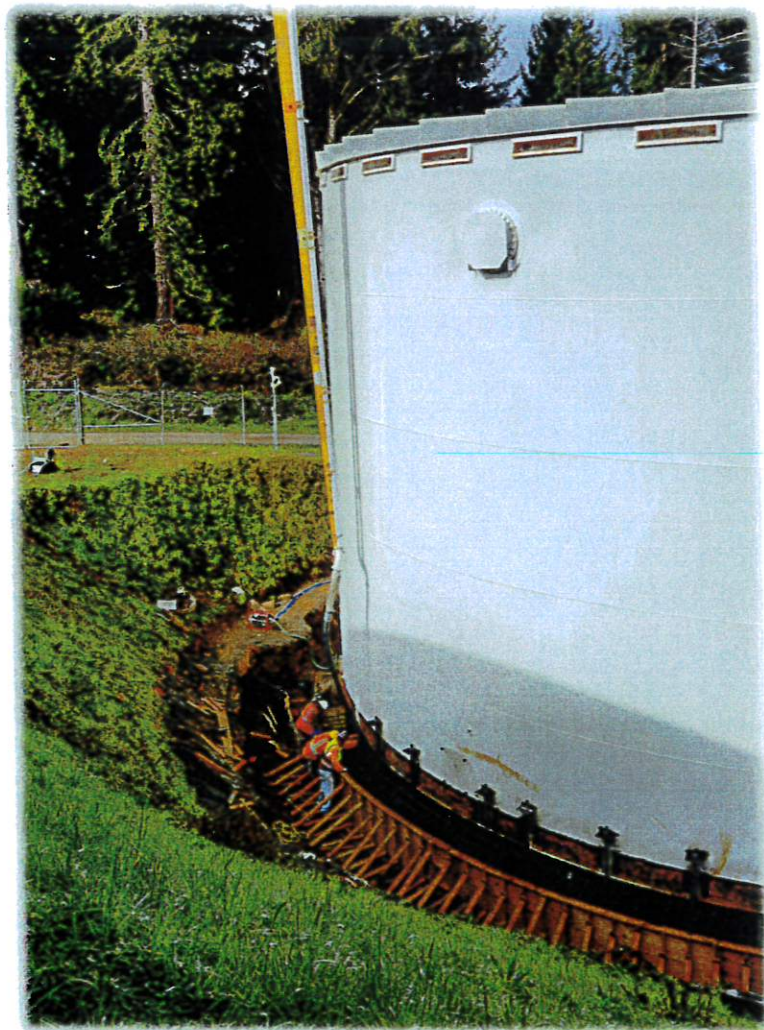
ADA compliance statement: In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact the District office at (707) 443-5018. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (Posted and mailed March 7, 2025.)



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

Board of Directors Meeting

March 13, 2025



MINUTES

Humboldt Bay Municipal Water
828 7th street
Eureka, CA



Minutes for Special Meeting of the Board of Directors
February 10, 2025
5:30 PM

1. ROLL CALL

Director Fuller called the meeting to order at 5:30 pm. Director Rupp conducted the roll call. Directors Fuller, Lindberg, Rupp, Wheeler and Woo were present. General Manager John Friedenbach, and Board Secretary Contessa Dickson were present.

2. FLAG SALUTE

Director Rupp led the flag salute.

3. ACCEPT AGENDA

ACTION: Motion to accept agenda

Maker: Director Lindberg **Second:** Director Woo **Vote:** 5-0 to accept

4. PUBLIC COMMENT

No public comment was received.

5. Continuing Business

a. Water Resource Planning History

Director Woo led a presentation on the history of Humboldt Bay Municipal Water District's proposed petition for change of use under water code section 1707. Starting with the District's mission and history of use of water. She discussed the District's mission, water use history, and next steps in the process. Highlighting the current flows from Ruth to Essex, the history of the District's water rights, and the components of the Instream Flow dedication.

b. 1707 Petitions for Change

i. Water Right Permit 11714

ii. Water Right Permit 11715

c. Supplemental Data Requests from Water Board staff

Patrick Sullivan with GHD attended the meeting and gave an in-depth presentation on requested data from the Water Board staff and that District staff submitted to them. (Ask John if this is correct.)

d. Next Steps

Meredith Nikkel with Downy Brand attended via zoom and reported on next steps in this process. The State Water Board will issue a public notice for public comment. After that notice period State water board will go through their internal process and prepare a staff report addressing the findings. After that amended permits may be issued.

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February 10, 2025
5:30 PM

ADJOURNMENT

The meeting adjourned at 7:00 pm.

Attest:

Michelle Fuller, President

Bruce Rupp, Secretary/Treasurer

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



**Minutes for Regular Meeting of the Board of
Directors**

February 13, 2025

9:00 am

1. ROLL CALL

President Fuller called the meeting to order at 9:00 am. Director Rupp conducted the roll call. Directors Fuller, Lindberg, Rupp, Wheeler, and Woo were present. General Manager John Friedenbach, Assistant General Manager Michiko Mares, Superintendent Dale Davidsen, Business Manager Chris Harris, and Board Secretary Contessa Dickson were present. District Engineer Nate Stevens was present for a portion of the meeting.

2. FLAG SALUTE

President Fuller led the flag salute.

3. ACCEPT AGENDA

ACTION: Motion to accept Agenda

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

4. PUBLIC COMMENT

No public comment was received.

5. MINUTES

a. January 9, 2025, Special Board Meeting Minutes

ACTION: Motion to approve January 9, 2025, Special Board meeting minutes

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

Page 7 item 9, should be Picket Peak not Picket's.

6. CONSENT AGENDA

ACTION: Motion to approve Consent Agenda

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

7. CORRESPONDENCE

a. CDFW Annual Long Term Streambed Alteration Agreement (LTSAA) Report

Non-Action Item

District staff completed the annual LTSAA report covering 2024. This report was completed and submitted by Jan 3, 2025, with a due date of February 28, 2025. Mr. Friedenbach reported that during 2024 there was no take of any listed species while performing the activities outlined in the report. The Board asked a few clarifying questions.

b. Notice of Court order

Non-Action Item

The District received this notice as part of a legal process because the District receives FEMA grants.

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8. CONTINUING BUSINESS

a. LAFCo Municipal Service Review (MSR) Update

Non-Action Item

At last month's Board meeting, staff presented this draft report for review. Staff attended LAFCo's Board meeting where the MSR draft report was presented. The Board asked some questions, and a short discussion followed.

b. Timber Management Plan

Non-Action Item

The District owns approximately 3,000 acres of property at Ruth Lake. Much of this land produces timber and is not actively managed by the District. In 2018, staff proposed development of a timber management plan (TMP) for District owned property surrounding Ruth Lake. After the TMP development began, the 2020 August Complex Wildfire significantly impacted the headwaters of the Mad River watershed including approximately 1,000 acres of District owned property. Recently, the TMP was completed; however, much of the TMP no longer is applicable due to the 2020 August Complex Wildfire. Sections of the TMP are still applicable and staff recommends it as a guide for the District to best manage remaining timber assets around Ruth Lake.

c. Ruth Lake Community Services District (RLCSD) policy 6000.27 & 6550 revision

ACTION: Approve RLCSD policy 6000.27 & 6550 revisions

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

Staff recommends the Board approve RLCSD's revision to policy 6000.27. District staff submitted new policy 6550 to District legal counsel for review and will bring it back at the March Board meeting for possible approval.

d. Capstone Project Update

Non-Action Item

Ms. Mares gave an update on the request from Cal Poly Humboldt (CPH) to participate in the capstone project. CPH also requested participation from the City of Arcata and has opted to proceed with the City. The District will not participate in capstone project this semester; however, they have expressed interest to CPH to participate Fall semester.

e. Current litigation Van Duzen Paragraph (1) of subdivision (d) of Section 54956.9

Closed session was conducted from 1:31 pm to 1:51 pm. The Board returned to open session. President Fuller announced there was no reportable action.

8.2 Water Resource Planning (WRP)

Non-Action Item

Mr. Friedenbach summarized updates on recent water resource planning activities for January.

- a. He reported District staff met with representatives from the Trinidad Rancheria to discuss the requested mainline extension.

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- b. He reported the District received Notice of Acceptance from the Water Board for the Instream Flow Dedication. District legal counsel and staff met with Water Board staff to review their request for additional information. Staff responded to the supplemental request for information on January 31st.
- c. The Instream Flow Board workshop was held on Monday February 10th, at 5:30 pm in the District Board room. Input from the public was received and discussed.

8.3 McNamara & Peepe

Director Woo recused herself due to a conflict of interest.

a. January monthly summary and quarterly report

Non-Action Item

District staff met with Department of Toxic Substances (DTSC) on Jan 29th with no change in status. The District will provide a response to the Royal Gold Soil and Groundwater Management Plan approved by DTSC in January 2025. Jen Kalt with Humboldt Waterkeeper joined via Zoom and commented on the Royal Gold Soil and Groundwater Management Plan.

b. Site maps & historical sampling results

Non-Action Item

These are included for informational purposes.

9. NEW BUSINESS

a. Employee Presentations

Non-Action Item

Chaz Vickrey, new operations and maintenance technician, and Michiko Mares, incoming general manager were presented with District jackets, as is the custom in celebrating new employment with Humboldt Bay Municipal Water District.

b. Redwood Community Action Agency (RCAA) Proposed Garbage Bin and Bicycle Rack in Samoa Pipeline Easement

Non-Action Item

Ms. Mares reported District staff met with Carol Vander Meer with RCAA to discuss the proposed location of a garbage bin and bike rack at the western edge of the District's pipeline easement and access road to the Samoa Booster Pump Station. Staff proposed locating the garbage bin adjacent to the existing restroom to minimize potential nuisance garbage blocking access to District facilities. Staff will provide update at future Board meeting

c. First reading of Ordinance 25 – Exhaustion of Administrative Remedies Procedure for Ratepayer Objections to Proposed Water Fees

Non-Action Item

In September 2024, California approved AB2257, which established an exhaustion of remedies procedure for ratepayer objections to proposed water fees. Draft Ordinance 25 contains the

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required language to provide a procedure for ratepayers to bring an objection regarding a new or amended water fee to the District's attention early in the fee consideration process and to provide an opportunity for the District to resolve the objections before the Board makes a final decision to adopt proposed water fees. Staff will publish Draft Ordinance 25 as stipulated by regulatory requirements, and a public hearing is scheduled for the March 13 Board meeting for approval of this ordinance.

d. District Safety Program

Non-Action Item

Annually, the District recognizes employees' diligence in practicing workplace safety by attending safety meetings, training, policies, protocols, and procedures, using safety equipment, and following the Safety Committee's suggestions. One employee is randomly selected each year to receive a monetary incentive for meeting the District's workplace safety requirements. This year's recipient is Justin Natividad, who was presented with a certificate and monetary incentive by President Fuller.

10. STAFF REPORTS

10.1 Engineering

a. TRF Generator

Non-Action Item

Mr. Stevens reported PACE completed the design documents for this project. The project was advertised for bid at the end of January and bids are due March 5th.

b. Samoa Peninsula Waterline Right-of-Way Operations, Maintenance and Rehabilitation Project Environmental Impact Report (EIR)

Non-Action Item

Staff continue to make progress on the draft EIR, public circulation of the draft EIR is targeted for March. Kerry McNamee with GHD gave a presentation overview, timeline, and impact of the project to the Humboldt Dunes Collaborative group.

c. Reservoirs Seismic Retrofit Project

Non-Action Item

The additive bid item to install couplers has officially been awarded. Work continued at the Korblex site tank and commenced at the Samoa tank site.

i. Change Order 1 Supplement

ACTION: Approve Supplemental Change Order 1

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

This Change Order serves as a formal supplement to Change Order 1, which has already received approval from the Board. Upon review, it was identified that a clerical error had

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occurred. This supplemental Change Order corrects the error and also allocates additional calendar days to account for the contractor's extended timeline.

d. Essex Onsite Sodium Hypochlorite Generation (OSHG) Project

Non-Action Item

Construction has commenced.

e. Collector Mainline Redundancy

Non-Action Item

Staff received notification from Cal OES that additional requested funds are available. These funds are not guaranteed; a formal grant increase request must be submitted to Cal OES to secure the funds. This project continues to be in FEMA environmental review. The Board asked some clarifying questions.

f. Matthews Dam Advance Assistance Seismic Stability Project

Non-Action Item

Statements of Qualifications (SOQs) were submitted by the February 11th deadline, with two submissions received. A selection committee will evaluate the SOQs, and select the most qualified candidate. A draft scope in fees will be required for review by February 21st, with the final submission due by March 3rd in preparation for the March Board meeting.

g. Status Report for Other Engineering Work

No report was received.

10.2 Financial

a. January 2025 Financial Statement & Vendor Detail Report

ACTION: Motion to approve Financial Statement & Vendor Detail Report in the amount of \$1,095,176.13

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

Ms. Harris presented the January financial statement & vendor detail report. The General Account balance is \$1.2 million. The various investments balance is \$14 million. The advanced charges are \$5.5 million with a general reserve of \$5 million.

b. Fieldbrook-Glendale contract revenue and Expense Summary

Non-Action Item

This section is presented for transparency.

c. Employee job descriptions to be modified

ACTION: Approve Employee job descriptions to be modified

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

Staff provided copies of the proposed revised job descriptions for approval as requested at January Board meeting.

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10.3 Operations

a. January Operations Report

Non-Action Item

Mr. Davidsen presented the January Operations Report highlighting important events, trainings and power outages at Ruth Lake.

10.4 Management

a. General Manager Evaluation

Closed session was conducted from 1:48 pm to 2:29 pm. The Board returned to open session. President Fuller announced there was no reportable action.

11 DIRECTOR REPORTS & DISCUSSION

11.1 General – comments or reports from Directors

Non-Action Item

Director Rupp requested discussing at a future meeting the audit committee and cyber security. The Board agreed to bring it to the March Board meeting.

a. 2025 CSDA Leadership Academy

ACTION: Approve attendance and related travel expenses for staff and directors

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

The 2025 CSDA Leadership Academy will be held October 5-8th. Staff recommend approving attendance and related travel expenses for staff and directors.

11.2 Association of California Water Agencies (ACWA)

a. ACWA Board of Directors update

Non-Action Item

Director Rupp attended the ACWA Board meeting on Jan 31st. At the meeting, there was discussion on the ACWA Strategic Plan which was adopted.

b. ACWA Board Names Acting Executive Director

Non-Action Item

Director Rupp reported Dave Eggerton left ACWA in December and there will be an interim Executive Officer for the foreseeable future.

c. ACWA Wildfires and Water

Non-Action Item

Director Rupp included this item for the Board's review.

11.3 Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA)

Director Rupp attended the ACWA JPIA meeting of the Risk Management Committee and the Executive Committee on Jan 29th. ACWA JPIA continues to work toward a pooled cyber insurance program. There was a discussion of the growing use of telematics for fleet management aimed at

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fuel savings and efficiency of use. It was announced that current Vice Chair of the Executive Committee, David Drake, will not run for the Executive Committee in May.

a. 2025 ACWA/JPIA Spring Conference

ACTION: Approve attendance and related travel expenses for staff and directors.

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

Staff recommend approving attendance of the 2025 ACWA/JPIA Spring Conference and related travel expenses for staff and directors.

b. Resolution NO. 2025-1 – Concurring in Nomination to the Executive Committee

ACTION: Approve Resolution NO. 2025-1 for Chris Kapheim to the Executive Committee

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

Kings River Conservation District has nominated their president, Chris Kapheim, for re-election to the ACWA JPIA Executive Committee. This resolution formally supports Mr. Kapheim's nomination.

c. Resolution NO. 2025-2 – Concurring in Nomination to the Executive Committee

ACTION: Approve Resolution NO. 2025-2 Melody McDonald to the Executive Committee

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

San Bernardino Valley Water Conservation District has nominated their president, Melody McDonald, for re-election to the ACWA JPIA Executive Committee. This resolution formally supports Ms. McDonald's nomination.

11.4 Organizations on which HBMWD Serves

a. Redwood Coast Energy Authority (RCEA):

Non-Action Item

Director Woo reported on the RCEA Board meeting she attended on January 23rd, stating she is now vice chair.

b. Redwood Region Economic Development Commission (RREDC):

Non-Action Item

Director Lindberg had no report because the January 27th Board meeting was canceled.

ADJOURNMENT

The meeting adjourned at 2:30 pm.

Attest:

Michelle Fuller, President

Bruce Rupp, Secretary Treasurer

CONSENT

Lost Coast Outpost

Ryan Burns Friday, Feb. 21, 2025@ 12:48 p.m. / Courts

Class Action Suit Filed Against Humboldt Independent Practice Association Over Alleged Data Breach

A Florida attorney this week filed a class action lawsuit against the Humboldt Independent Practice Association, alleging that the organization's lax security measures allowed "an unauthorized actor" to access patients private health information.

Humboldt IPA, an organization that partners with local health care providers to process claims and provide other administrative services, issued a letter to patients earlier this month alerting them to a "data security incident," according to the complaint.

Plaintiff Susan Fraser represents the proposed class of more than 100 current and former patients affected by the alleged breach, which resulted in the theft of names, contact information, emails, telephone numbers, dates of birth, driver's licenses, medical diagnoses or conditions and health insurance information, the lawsuit alleges.

"Defendant's woefully inadequate data security measures made the Data Breach a foreseeable, and even likely, consequence of its negligence," reads a summary of the case, which was filed by attorney Kristen Lake Cardoso with the firm of Kopelowitz Ostrow Ferguson Weiselberg Gilbert (KO), based in South Florida.

According to the suit, Humboldt IPA did not encrypt patients' private information or delete it when it was no longer needed, and the breach puts those patients at risk of further "identity theft crimes, fraud, scams, and other misuses of their Private Information."

Much of the complaint's 27-page length is filled with general information about regulatory requirements, standard industry practices and the importance of keeping private information private.

The class action suit accuses Humboldt IPA of negligence, breach of contract and unjust enrichment, and it seeks injunctive relief, a yet-to-be-determined amount of financial relief plus interest, attorneys' fees, costs and expenses to be determined at trial.

You can read a copy of the complaint via the link below. A voice message seeking comment from Humboldt IPA was not immediately returned. We'll update this post if the organization provides a statement or any further information.

###

[LoCO Staff](#) / [Today](#) @ 6:56 a.m. / [Obits](#)

OBITUARY: Lynn Patrick Dillon, 1948-2025



Lynn Patrick Dillon, 76, passed away on January 30, 2025, in Mad River. Born on May 9, 1948, in Scotia, he lived a life defined by hard work, generosity, and deep devotion to his family and community.

Lynn spent his early years in Ruth, attending Ruth School from first through eighth grade before graduating from Fortuna High School. He later pursued his passion for mechanics at Shasta College, where he completed the diesel mechanics program. His career was a testament to his dedication and resilience. He was the owner and operator of Dillon Construction Company and worked as a logger, truck driver, heavy equipment operator, rancher, volunteer firefighter, volunteer first responder, and a contracted wildland firefighter. His commitment to serving others extended beyond his professional life; he was always ready to lend a helping hand when needed.

Family was at the heart of Lynn's world. He is survived by his children: Julie Morss (Tommy), Jaylin Dillon (Heather), and Jeanette Rolff (Jabe Richardson); his grandchildren: Briana Lofing-Rolff, Rex Rolff, Kaitlynn Arroyo, Karly Dillon, Jerrad Morss, Mariah Garlinghouse; and his great-grandchildren: Gavin Lofing, Phoebe Lofing, Addison Arroyo, Jameson Rolff, Timberlyn Morss, Raelynn Morss, and Harper Garlinghouse; his nieces and nephews: Marcus (Jennifer) Rezentes and Leah Rezentes. He was preceded in death by his beloved wife Shirley Dillon; his parents Earl and Alta Dillon; his brother Lowell Stone; and two cherished grandchildren, Tommilyn Morss and Riley Young.

Lynn found joy in the simple pleasures of life- caring for his cows on the land he loved so much and spending time with his family. He had a special appreciation for Shirley's homemade desserts and never missed an opportunity to sample her latest creation. Known for his wisdom and storytelling ability, Lynn had a way of captivating those around him with tales that reflected both humor and insight. His selflessness and protective nature made him a pillar of strength for those who knew him.

A man of faith, Lynn worshipped with numerous congregations in the Southern Trinity area and attended Shiloh Community Church in Fortuna. His faith guided him throughout his life as he remained steadfast in values of kindness and service to others.

Lynn's legacy is one of unwavering dedication- to his family, friends, work, and community. His presence will be deeply missed but fondly remembered by all who had the privilege of knowing him. May his memory bring comfort to those who loved him.

A service to celebrate the life and legacy of Lynn will be announced at a later date for sometime this Spring.

POLITICO

California

Newsom sends Congress \$40B request for LA fire aid

The letter comes amid weeks of intense debate in Washington centered around whether the anticipated disaster aid for California would come with conditions.



Gov. Gavin Newsom told congressional leaders in a letter that as California continues to assess the fire damage, officials expect to identify additional funding needs beyond the \$39.68 billion he outlined Friday. | Eric Thayer/Getty Images

By [Christopher Cadelago](#)

02/21/2025 11:05 PM EST

SACRAMENTO, California — Gov. Gavin Newsom late Friday sent a request to congressional leaders outlining nearly \$40 billion in federal funding to cover the long-term recovery and rebuilding effort for last month's devastating Los Angeles fires.

Driven by hurricane-force winds, the firestorms destroyed more than 16,000 structures in the Pacific Palisades and Altadena in what's estimated to be the most expensive disaster in U.S. history.

In [the 14-page letter](#), addressed to House Speaker Mike Johnson, Democratic leader Hakeem Jeffries, and Reps. Tom Cole (R-Okla.) and Rosa DeLauro (D-Conn.) of the Appropriations Committee, Newsom wrote that as the state continues to assess the damage while conducting active response and recovery efforts, officials expect to identify additional funding needs beyond the \$39.68 billion he outlined Friday.

"Make no mistake, Los Angeles will use this money wisely," Newsom wrote. "California will ensure that funds will serve individuals, communities, property owners, and businesses that suffered losses from these devastating fires."

Added Newsom: "California has long been the tentpole of the American economy, a state whose GDP is the fifth largest on the planet and which contributes more tax receipts to the federal government than any other state — by far. California's success is America's success."

The letter comes amid weeks of intense debate in Washington centered around whether the anticipated disaster aid for California would come with conditions. President Donald Trump, congressional Republicans and presidential allies as recently as Friday contended the money for California should come with strings attached.

Newsom [traveled to Washington](#) earlier this month to [personally appeal](#) to Trump not to do so.

In the letter, Newsom noted Trump and his administration “have demonstrated a strong commitment” to supporting Los Angeles’ recovery by fast-tracking debris clearance and helping to pilot the “all-hands recovery.” He also went on to compliment members of Congress.

“We are eternally grateful,” Newsom wrote. “And we are confident that if we work together, Los Angeles will continue to serve as a beacon to the world and securely place the city on solid ground in the coming years as it hosts the FIFA World Cup and Olympics — and thrive for the century to come.”

Newsom outlined \$16.8 billion for public assistance emergency work, \$9.9 billion to repair houses and businesses, \$5.3 billion for business loans, \$4.32 billion for business grants, \$2 billion for low-income housing tax credits and hundreds of millions more for transportation and water infrastructure and other programs.

California Sens. Adam Schiff and Alex Padilla, both from the Los Angeles area, came out in support of Newsom’s latest request.

“To deny it — or place conditions on it — would be to abandon people in their time of most need. People need help. We must act urgently,” Schiff said.

Former President Joe Biden [in his final days in office](#) granted the state six months of recovery funding.

Los Angeles Times

Top Trump aide says conditions on federal aid to L.A. will target California Coastal Commission



President Trump speaks during a fire briefing at Station 69 in Pacific Palisades on Jan. 24. (Mandel Ngan / AFP/Getty Images)

By [Michael Wilner](#)

and [Faith E. Pinho](#)

Feb. 21, 2025 2:17 PM PT

- Ric Grenell, a longtime ally of President Trump, said “there will be conditions” to the coming aid, echoing previous warnings from both men in recent days.
- Grenell said the California Coastal Commission “needs to absolutely be defunded.”

WASHINGTON — The Trump administration is planning to set conditions on federal disaster assistance to Los Angeles as it rebuilds from the Eaton and Palisades fires, a top aide to the president said Friday, indicating that the California Coastal Commission would be a central target of the White House.

Ric Grenell, a longtime ally to President Trump, serving as his presidential envoy for special missions, said at the Conservative Political Action Conference outside Washington that [“there will be conditions”](#) to the coming aid, echoing previous warnings from both men in recent days.

“I think the reality is that the federal response is mostly money, and so we are going to have strings on the money that we give to California,” Grenell said. “We’re talking about those conditions now.”

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“As a Californian, I’m all for it, because I don’t have faith that if we just went back and gave California hundreds of millions of dollars that they’re [not] going to go back to their same old ways of not giving us enough water, having dangerous situations on the ground when it comes to forestry,” he added. “It’s going to happen again.”

This week, a Trump administration official told The Times that Federal Emergency Management Agency funding for Los Angeles designated for resiliency — such as clearing overgrowth — had not been fully tapped by the mayor at the time of the fires.



[California Bass ousts L.A. fire chief, saying LAFD needs new leadership](#)

Feb. 21, 2025

The federal response is currently focused on expediting regular debris removal, accelerating the Environmental Protection Agency's hazardous debris removal process, and speeding up Angelenos' access to their homes, the official said. The White House has no plans to conduct a full-fledged federal investigation of the local response that could help determine where to focus federal dollars, the official added, although FEMA is discussing lessons learned with local authorities.

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It is unclear how engaged Grenell has been on the federal disaster response, despite Trump naming him as the administration's designated lead to the crisis during the president's visit to Los Angeles last month. The official said Grenell is primarily responsible for briefing Trump on the progress of the response and serves as a go-between with state and local officials.

Grenell is also taking part in diplomatic efforts over Russia's war on Ukraine, is negotiating with Venezuelan President Nicolás Maduro and has been tapped to serve as president of the Kennedy Center for the Performing Arts in Washington.

While discussions are ongoing over precise conditions for aid, Grenell said the administration is looking closely at the California Coastal Commission, which regulates development along the state's coastal zones and protects public access to the beach.

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Initiated by voters and signed by Gov. Jerry Brown in his first term, the [1976 Coastal Act](#) was a response to unregulated shoreline development. Almost immediately after its passage, beachfront owners and interest groups across the state began pushing to amend or repeal sections of the law.



Ric Grenell speaks during the Republican National Convention in July.

(J. Scott Applewhite / Associated Press)

"I don't want to commit too much, but I will say this," Grenell told the audience. "Everyone who's involved knows that the California Coastal Commission is a disaster, and it needs to absolutely be defunded. And from just a way to think about government, we already have local government making these decisions.

"It's an unelected group of people who are crazy woke left," he continued. "One person can stop progress. And they've made California less safe. I think squeezing their federal funds, making sure they don't get funds, putting strings on them to get rid of the California Coastal Commission is going to make California better."



[Climate & Environment Scientists urge caution after a carcinogen is detected in water in fire-stricken areas](#)

Feb. 21, 2025

The Coastal Commission has been the target of political jostling for years, as politicians and voters debate whether the environmental protections warranted by the commission outweigh the bureaucratic headaches that its regulations sometimes cause.

After the wildfires, Gov. Gavin Newsom signed an executive order to lift some of the commission's requirements to make the rebuilding process easier. [Rep. Kevin Kiley](#) (R-Rocklin) said he planned to introduce legislation in the House to curb the commission's authority.

Trump warned [during his visit last month](#) that the commission could be the target of federal scrutiny. Meeting with local leaders just days after taking office, he said the Coastal Commission was considered the hardest agency in the country from which to secure permits, adding, "I'm not going to let them get away with their antics."

Rep. Laura Friedman (D-Glendale), whose district was surrounded by the L.A. County fires, denounced the administration's position.

"The Trump admin wants to play politics with disaster relief. The reality is Californians give tens of billions more in federal taxes every year than any other state," Friedman said in a statement. "We shouldn't have to beg for help when we have residents who have lost everything. This is extortion, plain and simple."

Grenell's comments are the latest in a longer saga over the future of wildfire aid for California. Before he left office, President Biden had [pledged 100%](#) federal support through June, telling Southern Californians, "We are with you. We're not going anywhere."

Less than two weeks later, Trump moved into the Oval Office, and almost immediately Biden's promise was in jeopardy. Republican leaders such as House Speaker Mike Johnson of Louisiana first floated the possibility of attaching conditions to federal funding — including adopting stricter voter ID laws.

The proposal was met with widespread dismay from Los Angeles-area politicians, who pointed out that other states did not have to meet certain conditions to receive emergency funding.

“We should not be leveraging the pain and suffering of fellow Americans,” said Rep. Ted Lieu (D-Torrance). “When Mother Nature strikes, she doesn’t care about party affiliation. At the end of the day, we are all Americans.”

[Newsom](#) made a trip to Washington this month to discuss wildfire funding with Trump, following the president’s visit to Pacific Palisades. On the trip to California, Trump took in the destruction and pressured local leaders to allow residents to return to their homes. It also gave him and Newsom an opportunity to repair [their long-tense relationship](#).



Last month's wildfires in California destroyed thousands of homes, killed at least 29 people and will likely cost hundreds of billions of dollars. President Trump has claimed that state officials made the disaster worse by how they managed the state's complex water system. William Brangham looks at those allegations and the realities of water management in the nation's most populous state.

Read the Full Transcript below:

- **Amna Nawaz:**

Last month's deadly wildfires in California destroyed thousands of homes, killed at least 29 people, and will likely cost hundreds of billions of dollars.

President Trump has repeatedly claimed that state officials made this disaster worse by how they manage the state's complex water system.

William Brangham looks at those allegations and the realities of water management in the nation's most populous state.

- **William Brangham:**

While fires were still burning in Southern California and crews were trying to save lives and property, then-president-elect Trump took aim at California's Democratic Governor Gavin Newsom.

Donald Trump, President of the United States: It's very sad, because I have been trying to get Gavin Newsom to allow water to come. You would have tremendous water up there. They sent it out to the Pacific.

- **William Brangham:**

And after he took office, he kept coming back to how California officials managed their water, blaming them for making the fires worse.

- **Donald Trump:**

We're demanding that they turn the valve back toward Los Angeles. Millions of gallons of water are waiting to be poured down. A fire that could have been put out if they let the water flow.

- **William Brangham:**

But is it true that more water from Northern California could have helped Los Angeles?

- **Peter Gleick, Co-Founder, Pacific Institute:**

There's no truth to that. Donald Trump has a strange fixation with California water policy. He has for many, many years. He comes out here. He talks about some imaginary valve or some imaginary faucet that he or someone else could turn to increase the amount of water that flows from Northern California to Southern California. It's sort of an odd fixation.

- **William Brangham:**

Let's start with some context.



California has one of the largest and most complex water systems in the world. It's responsible for delivering drinking water to almost 40 million people and irrigating farms that grow three-quarters of the nation's fruits and nuts. That enormous task is complicated by an increasingly hot and dry climate, growing demands for that water and geography.

So where does the state's water come from? About a third of Southern California's supply comes from the Colorado River. And then there's precipitation. Even though 75 percent of the state's rain and snow falls north of the state capital, Sacramento, 80 percent of the demand comes from areas further south, in cities like San Francisco and Los Angeles and the vast farmlands of the San Joaquin Valley.

When rain and snow fall in the north, whatever doesn't evaporate can seep into the ground to be pumped or travel through massive networks of dams, reservoirs, canals and aqueducts across the state. And how all that water is allotted and to whom has been a source of friction in California for decades.

- **Narrator:**

Presently, it will be used by thousands of farmers who will transform the arid desert into fields of green crops.

- **Peter Gleick:**

The disputes are who gets to use how much water for what purposes. We fight between cities and farms and we fight over how much water belongs to the ecosystems.

- **William Brangham:**

But President Trump's accusations have driven renewed attention to this issue. During the blazes, firefighters reported that hydrants had low pressure or rain completely dry.

Despite the president's claims that water being held up north was to blame, experts say supply wasn't the issue. In fact, most key reservoirs serving Los Angeles County had more water than normal. The problem was infrastructure.

- **Peter Gleick:**

Our urban water systems are designed to help us put out a house fire or a couple of house fires. They're not designed to deal with the massive kinds of wildfires that swept through the Los Angeles area.

If you have a glass of water and you have one straw, you can drink that water and there's no real problem. But when you have 1,000 straws in that same glass of water, the glass gets drained immediately. And no matter how fast you try to refill it, you can't refill it. And that's what happened here.

- **William Brangham:**

Trump also keeps coming back to something else, that the fires were made worse by California's protection of an endangered fish known as the delta smelt. Again, analysts say there is no connection.

Letitia Grenier, Public Policy Institute of California: As far as we can tell, there's no relationship between the fires in Southern California and leaving some water in the rivers for delta smelt and other endangered fish. The reservoirs in Southern California are full, and there's not a limitation water supply there.

- **William Brangham:**

Even so, on January 24, Trump signed an executive order to override state policies and maximize water delivery.



Days later, the U.S. Army Corps of Engineers, which controls some water systems in the state, released over two billion gallons of water from two dams in the San Joaquin Valley. The president posted this photo saying: "Beautiful water flow that I just opened in California. I only wish they'd listened to me six years ago. There would have been no fire."

- **Peter Gleick:**

There's no ability physically to move the water in those reservoirs to the Los Angeles area. There are mountains in between. There's no aqueduct, no pipelines, no systems of water transfer.

The loss of that water from those reservoirs, some of it evaporated. Some of it may have gone back into groundwater, but it certainly never reached Los Angeles. The water that was dumped belonged to farmers in Southern California and now will not be available to those farmers who are going to need that water in the hot dry season that's coming.

- **William Brangham:**

Now, we should note, we spoke to a farmer in the region who said, while it'd be better to have that water later in the year, the release was relatively small and won't have a huge impact.

And in the long term, many farmers would be supportive of the president's push to increase water flow there. But, again, that had no bearing on the fires or the devastating toll they took on Southern California.

For the "PBS News Hour," I'm William Brangham.

Western Water February 13, 2025 Spencer Fordin and Douglas E. Beeman

Golden Mussel, California's Newest Delta Invader, Is Likely Here To Stay – And Spread

WESTERN WATER NOTEBOOK: Aquatic hitchhiker adds to burden of invasive mussels challenging water agencies across the West

WESTERN WATER NOTEBOOK: Aquatic hitchhiker adds to burden of invasive mussels challenging water agencies across the West



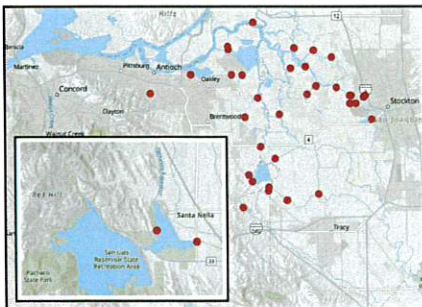
[Golden mussels are clustered on a buoy during a survey in November 2024 at O'Neill Forebay at the foot of San Luis Reservoir in Merced County.](#)
(Source: California Department of Water Resources)

A new aquatic invader, the golden mussel, has penetrated California's ecologically fragile Sacramento-San Joaquin Delta, the West Coast's largest tidal estuary and the hub of the state's vast water export system. While state officials say they're working to keep this latest invasive species in check, they concede it may be a nearly impossible task: The golden mussel is in the Golden State to stay – and it is likely to spread.

The fingertip-size mussel is believed to have hitchhiked into the Delta in the ballast water of a freighter from Asia that docked at the Port of Stockton. The mussel was [first detected there](#) in October 2024, and its discovery set off alarm bells among water managers and environmental scientists. The reason: Unlike their cousins the quagga mussels, which have infested major Colorado River facilities in Southern California, golden mussels can tolerate a wider range of aquatic environments and may have more opportunities to do so.

The golden mussel is just the newest invasive headache for water agencies across the West. [Quagga mussels](#) turned up in the lower Colorado River in 2007, and agencies in California, Arizona and Nevada that draw water from the river have had to intensify monitoring and costly maintenance to try to limit their impact. Another cousin, the [zebra mussel](#), was discovered last summer in the upper Colorado River in Colorado. The zebra mussel also has turned up in a small reservoir in San Benito County south of San Francisco that, as a result, has been closed to the public since 2008.

In Northern California, federal, state and local water managers are already trying to limit the golden mussels' spread. They're inspecting boats entering and leaving many lakes and reservoirs or have even shut down boat ramps entirely until more is known about the threat. And operators of state and Northern California water agencies have stepped up monitoring, inspections and cleaning of equipment where they've found mussels.



[Golden mussels have been found at various locations in the Sacramento-San Joaquin Delta and at O'Neill Forebay, at the foot of San Luis Reservoir in Merced County.](#) (Source: California Department of Fish and Wildlife)

State officials believe the golden mussels may have arrived a couple of years ago given their size and spread. The mussels have been found as larvae and adults in about 30 areas around the central and southern Delta. More concerning because it suggests a wider infestation, golden mussels have been detected in O'Neill Forebay at the foot of San Luis Reservoir in Merced County. The reservoir impounds water exported from the Delta by both the [State Water Project](#) and the federal [Central Valley Project](#), two of California's largest water projects. From O'Neill, golden mussels could potentially spread deep into the San Joaquin Valley via the Central Valley Project, and all the way to San Diego through the State Water Project.

Andrew Cohen, director of the Center for Research on Aquatic Bioinvasions based in Richmond, believes that their presence in O'Neill Forebay is just an indicator of things to come.

Given how far they've spread from the Delta and how interconnected the state and federal water projects are, Cohen said, "there's no precedent for thinking we're going to be able to eradicate them."

A different kind of mussel

Golden mussels are native to the rivers and creeks of Southeast Asia and can be distinguished by the yellow-brown hue of their shell. While they were known to have spread to South America, they had not been detected in North America until their discovery in the Delta last fall.



Adult golden mussels, like those shown here, are about the size of a fingertip. (Source: California Department of Water Resources)

They are prolific reproducers and prodigious filter feeders that can alter the food web, rob native species of food sources and, by clarifying source water, contribute to algal blooms. Golden mussels are an added burden in the Sacramento-San Joaquin Delta, which already must contend with more than 185 other non-native plants, fish and animals.

Golden mussels are similar in size and shape to quagga and zebra mussels, which have invaded other waters of the state but not the heart of the Delta.

Like their more established cousins, golden mussels are known to attach in clusters to hard surfaces like pipelines and other water system infrastructure, clogging pipes and screens. Clearing them from water facilities could add millions to maintenance costs.

An important factor that differentiates golden mussels is biology. They are able to complete their lifecycle in water bodies with lower calcium levels than what is needed to [sustain shell growth](#) for quagga or zebra mussels. That means more areas of the California watershed are vulnerable to infestation.

"We have to up the ante now (on resources) because more water bodies are open to an infestation by invasive mussels and all the consequences that brings."

~Thomas Jabusch, senior environmental scientist with California's Department of Fish and Wildlife

Eradicating mussels from larger bodies of water is nearly impossible, experts say. Nascent efforts in South America employ genetic splicing to produce sterile golden mussels in the hopes that in the wild they will neutralize proliferation. Whether it will work remains to be seen.

Quagga and zebra mussels have been eradicated only from closed systems where water has been drawn down to expose the mussels to air or by flooding the water body with a chemical biocide. Neither of those methods is possible in the Delta. Chemical treatment could affect a host of other life forms.

"We can't draw the Delta down. We can't flood it with any kind of biocide," said Cohen, with the Center for Research on Aquatic Bioinvasions. "It's just not possible to do those things, aside from the fact that the environmental impacts will be such that we would never do them."

With eradication unlikely, Thomas Jabusch, a senior environmental scientist with California's Department of Fish and Wildlife, said more resources are going to be needed to contain golden mussels and limit their spread. "We have to up the ante now," he said, "because more water bodies are open to an infestation by invasive mussels and all the consequences that brings."

Slowing the inevitable

If golden mussels do spread throughout California, experience with mussel infestations elsewhere suggest it may take years or decades to occur. Cohen noted that in the East, zebra and quagga mussels have spread slowly, riding the flow of water or hitchhiking on boats.

Their impact on the Great Lakes, however, has been costly. A 2021 report titled [Economics of Invasive Species](#) estimated that zebra mussels cause \$300 million to \$500 million annually in damages to power plants, water systems and industrial water intakes in the Great Lakes.

Their impact in California, so far, has been more limited. The state Department of Water Resources spends around \$3.3 million annually on early mussel detection and prevention at its various State Water Project facilities.

Additional prevention costs are shouldered by California State Parks and Los Angeles County. The focus right now is on preventing golden mussels from proliferating.

Tanya Veldhuizen, Special Projects Section Manager for DWR's Environmental Assessment Branch, said that efforts are being made to increase the cleaning of infrastructure, application of anti-fouling coatings, and manual cleaning and flushing of small diameter piping. Boats are required to pass inspection before entering a State Water Project reservoir. If they fail inspection, boats must dry out for seven days.



[State Fish and Wildlife Warden Timothy Bolla and K-9 Warden "Luna", a German shepherd, perform a routine random quagga mussel inspection of a boat before it is put in on this ramp to the Sacramento River in August 2020. \(Source: California Department of Water Resources\)](#)

All watercraft leaving State Water Project reservoirs with established golden or quagga mussel populations are required to undergo an exit inspection in which boat drain plugs are pulled so that all residual water in bilges, livewells and ballasts drains out.

Some facilities – like the [East Bay Municipal Utility District's](#) Pardee and Camanche reservoirs and the Bureau of Reclamation's [New Melones Lake](#), all in the Sierra foothills – have elected to suspend boat launches until the threat from golden mussels can be better evaluated.

California's Department of Fish and Wildlife uses three methods to search for mussels. They check their infrastructure by looking and feeling for mussels. They also place sediment samplers in strategic locations to see if mussels are growing on them. Finally, they filter plankton out of the water and then look at those samples under microscopes.

"Once mussels are in a water body, it's more about control and containment than specifically about eradication," Jabusch said. "The main focus should really be on prevention; containment in the places where they currently are and preventing water bodies that don't have mussels from getting mussels."

Containing the Spread of Mussels

Metropolitan Water District, which serves 19 million Southern Californians as the largest supplier of treated water in the United States, has been on the front lines of the battle against quagga mussels and expects a lengthy fight to keep its infrastructure clear of golden mussels. Although a costly nuisance, the mussels don't directly affect the quality of treated drinking water, Metropolitan says.

Paul Rochelle, Metropolitan's water quality manager, said that chemical controls have played a large role in controlling the spread of quagga mussels.

Metropolitan Water District continually injects a low dose of chlorine into three locations of the Colorado River Aqueduct to target quagga mussel larvae and keep them from settling and becoming adults. The annual cost just for chlorine is between \$3 million and \$5 million, Rochelle said.

"The challenge with chlorinating large volumes of water or large distances of water is that chlorine eventually either dissipates or it gets bound up by organic material in the water," Rochelle said. "So we apply chlorine at the start of the Colorado River Aqueduct. And by 12 to 15 or so miles in, much of the chlorine has dissipated."

"If you can prevent the infestation, job done. It's a lot harder to eradicate them once they're established."

~Paul Rochelle, water quality manager for Metropolitan Water District of Southern California

Metropolitan crews also put muscle into mussel control. Every year, the entire aqueduct is shut down for three weeks for routine maintenance, allowing it to dry out and for mussels to be scraped off the concrete and equipment. Those costs for quagga control are part of the agency's larger operation and maintenance budget, he said, and aren't broken out.

Rochelle said it would be harder to chlorinate State Water Project pipelines because the water has different characteristics than Colorado River water. Chlorine could react with organic matter in the State Water Project and produce potentially harmful disinfection byproducts. Still, he said, water agencies are evaluating the feasibility of chemical controls due to the lingering presence of quagga mussels in Pyramid and Castaic lakes in Northern Los Angeles County, which receive State Water Project water.

Quagga mussels were first found in both Pyramid and Castaic lakes in 2016. Years later, the frequency of the mussels significantly increased. Metropolitan believes the calcium concentration in Lake Castaic increased enough so that quagga mussels could thrive. What accounts for the rise in calcium is hard to pin down, but Rochelle said wildfires may release calcium in the soil and rain may wash that into the water.



Quagga mussels like the ones seen here were first detected in the lower Colorado River in 2007 and have since spread to a number of Metropolitan Water District facilities in Southern California. (Source: California Department of Water Resources)

Two of Metropolitan's reservoirs in Riverside County, which receive Colorado River water, have also been infested with quagga mussels. But a third reservoir, the massive Diamond Valley Lake, Southern California's largest at 810,000 acre-feet, quit receiving Colorado River water about a year before quaggas were discovered. The lake now receives only State Water Project water and has been protected from quagga infestation by rigorous boat inspections.

"If boat inspections hadn't been effective, then it's possible Diamond Valley Lake would've been infested by now," Rochelle said.

For now, Rochelle believes the best prevention against the spread of golden mussels lies in monitoring. Metropolitan conducts eDNA testing on plankton samples that can identify golden and quagga genetic material. It is consulting with other agencies on the best way to protect bodies of water connected to the State Water Project.

"Because if you can prevent the infestation, job done," Rochelle said. "It's a lot harder to eradicate them once they're established."

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Blue Lake council hashes out power plant deal

Residents concerned about hazards at site after man died by electrocution when stealing copper



A conceptual design of the proposed Power Transitions battery storage site. (Screenshot/City of Blue Lake)



By **SAGE ALEXANDER** | salexander@times-standard.com

UPDATED: February 22, 2025 at 3:52 PM PST

The Blue Lake City Council received an update on an in-the-works real estate deal Thursday night at a special meeting. The future of the city's defunct power plant — variously described as an eyesore, a hazard and a site ripe with potential — was on the table.

The council approved in December an exclusive right to negotiate with Power Transitions, a Houston-based company that specializes in turning older facilities into renewable energy projects. The company's plan is to demolish parts of the plant and construct a 20 MW battery storage facility in the project's first phase, which would use some of the existing infrastructure to pull energy from the power grid when it's cheap, store it, and put it back when prices peak.

The city is considering selling 2 acres of land to the company, but only after Power Transitions has dismantled the power plant's old infrastructure. The cost of the demolition would be a credit against the appraised purchase price. Eventually, the company could lease four more acres for more battery storage, subject to a later agreement. This was a compromise worked out by city staff after council noted concerns about selling the city's assets.

The city's attorney, Ryan Plotz, said discussions are reaching a point where Power Transitions is looking for a two-year option agreement — which gives the company the right to buy the two acres, subject to multiple conditions laid out at the meeting.

"Power Transitions has asked the city to approve this option agreement for the two acres on or before March 10 of this year, which is an expedited time frame, for sure," he said.

He said the reason for the short time frame is because there are certain windows where PG&E accepts applications for connecting power projects, one during March and another during September.

"So again — private world, time is money, and so they would like to get into that first window. They are also cognizant because we have told them many, many times we want demolition to occur sooner, rather than later," he said.

Power Transitions wants to buy, rather than lease, the land because it could leverage the asset to pay for the cost of demolition; Plotz said estimates ranged from \$500,000 to \$1.6 million at the meeting. Previously, the city manager said the city doesn't have the funds to foot the bill for the cleanup.

2/24/25, 2:32 PM

Blue Lake council hashes out power plant deal – Times-Standard

On Thursday, the city attorney was checking in with the council to see what they thought about pushing for the March deadline, and if they liked the compromise.

Some on the five-person council said they liked this new deal.

“I think that breaking it out into something smaller, something that stands alone somehow makes it a little more palatable,” said councilmember Kat Napier, who was part of an ad hoc committee on the deal. Councilmember Chris Firor spoke in support of the hybrid model — and said he was in support of both a March or September timeline.

Mayor Pro Tem Elise Scafani, however, had multiple issues with the process of how the deal came before the council, including the way the ad hoc committee was formed, the lack of a Redwood Coast Energy Authority representative there to answer questions and the length of time the request for proposals.

“So at this point, I have zero trust in the people that are feeding us information. So for me, as a council member, your Mayor Pro Tem, this is a hard no. For me, this is an absolutely hard no at this point in time,” she said.

She was concerned that the new council was railroaded into a decision to sell, and later said she’d rather take too long to make the right decision than rush into the wrong one.

After a question from a councilmember, Plotz emphasized it was up to the council, ultimately, if this deal would go through. A “yes” vote for the March deadline would not obligate the city to sell the land, he said — it would just give the attorney and city manager direction to get to a point to recommend transactional documents, which the council will later vote on.

Councilmember Michelle Lewis-Lusso responded as well, saying “I have some concerns about the implication that I maybe was railroaded into a decision. I want to say I can think for myself and do my own research. So thank you for your concern, but that was not the case. No. 2, I did push for this meeting to happen in order for some of the concerns to be expressed now, before we have the town hall,” she said, noting questions and disinformation.

Some noted during public comment a death at the site, a decomposing body found at the power plant in November. A press release from the Humboldt County Sheriff's Office said the man appeared to have been harvesting copper wire from a live power line, and an autopsy revealed his cause of death was electrocution, "with extensive thermal burns, terminal fall from heights, and chronic methamphetamine abuse."

Former mayor Adelene Jones said during public comment she previously was hesitant to sell city property — but "my real concern now is the structure that's out there. It's what we used to call an attractive nuisance. There's graffiti on it. There's been a death out there. There are people climbing it. It's very, very dangerous. Given that reality, I am seeing this hybrid idea of only selling the two acres, I'm very much inclined to agree with this idea," she said.

The overall consensus from the city council was support for the compromise. They decided to wait on making a decision on the March timeline until after they got some public input on residents' thoughts from a town hall on the topic planned for Sunday, as they have a regularly scheduled meeting next week.

If you go

What: Blue Lake town hall on battery storage

When: Sunday, Feb. 23 at 11 a.m.

Where: Blue Lake Fire Hall, 111 First Ave., Blue Lake

More info: <https://bluelake.ca.gov/2025/02/13/battery-energy-storage-system-town-hall/>

Sage Alexander can be reached at 707-441-0504.

Originally Published: February 22, 2025 at 10:47 AM PST

2025 > February > 22



Mar 1, 2025

With growing fire risk, Governor Newsom proclaims state of emergency to fast-track critical wildfire prevention projects statewide

What you need to know: Governor Newsom is proclaiming a state of emergency to fast-track critical forest management projects – part of the state’s ongoing efforts to protect communities from catastrophic wildfire.

SACRAMENTO – Following the devastation of the Los Angeles firestorms and with the risk of wildfire increasing statewide, Governor Gavin Newsom today proclaimed a state of emergency to fast-track critical projects protecting communities from wildfire, ahead of peak fire season.

Today’s emergency proclamation will cut bureaucratic red tape – including suspending CEQA and the Coastal Act – that is slowing down critical forest management projects. Text of the proclamation is available [here](#).

This year has already seen some of the most destructive wildfires in California history, and we’re only in March. Building on unprecedented work cutting red tape and making historic investments – we’re taking action with a state of emergency to fast-track critical wildfire projects even more.

These are the forest management projects we need to protect our communities most vulnerable to wildfire, and we’re going to get them done.

Governor Gavin Newsom

This action builds on years of work to increase forest management and wildfire resilience in the state. It also follows the Governor’s executive order signed last month to further improve community hardening and wildfire mitigation strategies to increase neighborhood resilience statewide.

How it works

Today’s proclamation includes:

- Suspending environmental regulations, including CEQA and the Coastal Act, as needed to expedite fuels reduction projects. Projects include vegetation and tree removal, adding fuel breaks, prescribed fire, and more.
- Allowing non-state entities to conduct approved fuels reduction work with expedited and streamlined approval.
- Directing state agencies to submit recommendations for increasing the pace and scale of prescribed fire.
- Increasing the California Vegetation Treatment Program’s (CalVTP) efficiency and utilization, in order to continue promoting rapid environmental review for large wildfire risk reduction treatments.

Governor Newsom took similar action in March 2019 to expedite forest management projects ahead of particularly challenging fire seasons in 2019 and 2020.

More forest management and prescribed burns than ever before

- **Preventing wildfire through forest and land management.** The state is investing \$2.5 billion to ramp up and implement the Governor’s Wildfire and Forest Resilience Action Plan, increasing the pace of fuel reduction, prescribed fire, and forest health. 100% of the 99 key actions outlined in the plan are underway or completed. This is in addition to \$200 million invested annually through 2028-29 for healthy forest and fire prevention programs.

- **Using controlled burns to build community and forest resilience.** California launched a strategic plan on beneficial fire to expand the use of prescribed fire and cultural burning to build forest and community resilience. Key goals from the plan are already in action to increase the use of prescribed fires, and prescribed fire activity has nearly doubled between 2021 and 2023.
- **Tracking wildfire prevention.** California recently unveiled newly updated, first-of-their-kind dashboards that will help Californians track the state's wildfire prevention work.
- **Early action.** One of the very first executive actions Governor Newsom took after assuming office was to declare a state of emergency in response to wildfires in 2019. This order, in part, exempted critical wildfire and forest management projects from California's environmental law (CEQA).



**California Special
Districts Association**
Districts Stronger Together

CSDA Co-Sponsors Advanced Clean Fleets Reform of ZEV Mandate



By Kristin Withrow



**ZEV Mandate
Reform**

←← SB 496

By: @Anthony Tannehill

CSDA, in partnership with local government advocates representing cities and counties, has co-sponsored SB 496 (Hurtado) to provide relief to local agencies in their efforts to comply with the ambitious deadlines and requirements of the California Air Resources Board (CARB) Advanced Clean Fleets (ACF) / Zero-Emission Vehicles (ZEV) mandates.

As local agencies strive to achieve the State's climate and emissions goals, while confronting the barriers outside their control, SB 496 will help state and local agencies more effectively navigate the ACF regulation and its associated risks and costs to our communities. Of critical concern to local governments, the ACF mandates on medium-duty and heavy-duty fleets are creating unnecessary challenges to maintaining the many critical services Californians rely upon for their most essential daily needs as well as during emergencies and disasters.

Take Action:

Submit Automated Form Letter to Support ACF Reform Measure Today

SB 496 will help state and local agencies meet both the needs of our communities and California's climate goals in three important areas:

- **Protecting the health and safety of our communities:**
 - SB 496 updates the emergency vehicle exemption within the ACF to allow those vehicles that respond to and support critical operations related to emergencies and disasters, often under austere conditions, to continue to protect our communities. Our front-line workers need to be able to rely on their vehicle working under any condition during a fire, earthquake, storm, or other emergency where their service is critical.

- **Prioritizing affordability for our hard-working families:**
 - **SB 496 modifies the requirements of the daily usage exemption, removing barriers for the applicant to comply with the mandate. Moreover, the legislation promotes affordability amid rapidly rising cost pressures on essential local services by averting the costly acquisition of ZEVs before it is possible to install the infrastructure required to use them.**
- **Promoting transparency and accountability for our government:**
 - **SB 496 establishes an Appeals Advisory Committee by which local agencies may request a review of exemption request denials. This ensures transparency while protecting due process for those seeking further review.**

CARB passed its Advanced Clean Fleets (ACF) regulation effective October 1, 2023. It mandates state and local agencies annually report all vehicles added to and removed from a state or local government agency's fleet. In addition to the required reporting, state and local agencies must determine which lower-emissions vehicles can meet their needs while instituting a process to go about procuring, fueling/charging, and acquiring the necessary infrastructure and training to maintain and service these vehicles.

SB 496, authored by State Senator Melissa Hurtado (D-Bakersfield), is a bi-partisan bill that is co-authored by Senator Bob Archuleta (D-Pico Rivera), Senator Roger Niello (R-Fair Oaks), and Assembly Member Juan Alanis (R-Modesto). CSDA is co-sponsoring the legislation together with the League of California Cities, California State Association of Counties, and the Rural County Representatives of California.

Join the fight and take action at [Advanced Clean Fleets Reform Measure - California Special Districts Association](#) where you can learn more about the ACF mandate and the CSDA co-sponsored reform measure. Download a sample letter to send to your legislator or fill out our Automated Form Letter for CSDA to use in its advocacy on your behalf.



Federal, State Orders Aim to Speed Forest Management, Reduce Wildfire Risk

- by ACWA Staff
- Mar 5, 2025

SACRAMENTO — Orders issued at the state and federal level during the past weekend have the goal of reducing permitting and regulatory barriers that may impede forest management projects aimed at reducing wildfire risk, a key component in enhancing California’s headwater health, an ACWA priority issue.

Gov. Gavin Newsom on March 1 proclaimed a state of emergency to fast-track eligible critical wildfire prevention projects statewide, ahead of peak fire season. The proclamation “will cut bureaucratic red tape – including suspending CEQA and the Coastal Act – that is slowing down critical forest management projects,” according to a news release from the governor’s office.

The news release announcing Newsom’s proclamation highlighted recent firestorms that devastated entire communities in Los Angeles as a motivating factor. It also outlines similar actions undertaken by Newsom in March 2019 to expedite forest management projects ahead of challenging fire seasons in 2019 and 2020.

Also on March 1, the Trump Administration released an Executive Order titled “Immediate Expansion of American Timber Production.” This order seeks to increase domestic timber production, calls for legislative approaches to streamline Endangered Species Act reviews to expedite forestry projects, and consider new categorical exclusions for timber production, forest management, wildfire risk reduction treatments, and timber thinning.

Specifically, the order directs certain federal agencies to:

1. Issue guidance and legislative proposals to increase timber production and forest management within 30 days
2. Determine a strategy to expedite forestry projects under section 7 of the Endangered Species Act (ESA) within 60 days
3. Complete the Whitebark Pine Rangewide Consultation under section 7 of the ESA within 120 days
4. Consider and adopt categorical exclusions for timber production, forest management, and wildfire risk reduction treatments within 180 days, as well as categorical exclusions for timber thinning and salvage activities within 280 days
5. Eliminate undue delays and burdens for permitting processes related to timber production
6. Streamline Endangered Species Act reviews and consultations to expedite forestry projects, including through the use of ESA emergency regulations
7. Develop a report that identifies obstacles to timber production infrastructure due to ESA implementation with recommendations for procedural, regulatory, and interagency improvements.

ACWA staff in Sacramento and Washington, D.C. will continue to follow developments and advocate on member agencies’ behalf as these directives are implemented.



Bill Text: CA SB90 | 2025-2026 | Regular Session | Introduced California Senate Bill 90

NOTE: There are more recent revisions of this legislation. Read Latest Draft

Bill Title: Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024: grants: improvements to public evacuation routes: mobile rigid water storage: electrical generators.

Spectrum: Strong Partisan Bill (Republican 10-1)

Status: (Introduced) 2025-02-26 - From committee with author's amendments. Read second time and amended. Re-referred to Com. on G.O. [SB90 Detail]

Download: California-2025-SB90-Introduced.html

CALIFORNIA LEGISLATURE— 2025–2026 REGULAR SESSION

SENATE BILL

NO. 90

Introduced by Senator Seyarto

January 22, 2025

An act to amend Section 91510 of the Public Resources Code, relating to wildfire prevention.

LEGISLATIVE COUNSEL'S DIGEST

SB 90, as introduced, Seyarto. Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024: grants: improvements to public evacuation routes: mobile rigid water storage.

The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024, approved by the voters as Proposition 4 at the November 5, 2024, statewide general election, authorized the issuance of bonds in the amount of \$10,000,000,000 pursuant to the State General Obligation Bond Law to finance projects for safe drinking water, drought, flood, and water resilience, wildfire and forest resilience, coastal resilience, extreme heat mitigation, biodiversity and nature-based climate solutions, climate-smart, sustainable, and resilient farms, ranches, and working lands, park creation and outdoor access, and clean air programs. The act makes \$135,000,000 available, upon appropriation by the Legislature, to the Office of Emergency Services for a wildfire mitigation grant program to provide, among other things, loans, direct assistance, and matching funds for projects that prevent wildfires, increase resilience, maintain existing wildfire risk reduction projects, reduce the risk of wildfires to communities, or increase home or community hardening. The act provides that eligible projects include, but are not limited to, grants to local agencies, state agencies, joint powers authorities, tribes, resource conservation districts, fire safe councils, and nonprofit organizations for structure hardening of critical community infrastructure, wildfire smoke mitigation, evacuation centers, including community clean air centers, structure hardening projects that reduce the risk of wildfire for entire neighborhoods and communities, water delivery system improvements for fire suppression purposes for communities in very high or high fire hazard areas, wildfire buffers, and incentives to remove structures that significantly increase hazard risk.

This bill would include in the list of eligible projects grants to the above-mentioned entities for improvements to public evacuation routes in very high and high fire hazard severity zones, mobile rigid dip tanks, as defined, to support firefighting efforts, prepositioned mobile rigid water storage, as defined, and improvements to the response and effectiveness of fire engines and helicopters.

Digest Key

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no

Bill Text

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 91510 of the Public Resources Code is amended to read:

91510. (a) Of the funds made available by Section 91500, one hundred thirty-five million dollars (\$135,000,000) shall be available, upon appropriation by the Legislature, to the Office of Emergency Services for a wildfire mitigation grant program. The Office of Emergency Services shall coordinate with the Department of Forestry and Fire Protection in administering these moneys. The grant program shall assist local and state agencies to leverage additional funds, including matching grants from federal agencies. Funds may be used to provide loans, rebates, direct assistance, and matching funds for projects that prevent wildfires, increase resilience, maintain existing wildfire risk reduction projects, reduce the risk of wildfires to communities, or increase home or community hardening. Projects shall benefit disadvantaged communities, severely disadvantaged communities, or vulnerable populations. Eligible projects include, but are not limited to, any of the following:

(1) Grants to local agencies, state agencies, joint powers authorities, nonprofit organizations, resource conservation districts, and tribes for projects that reduce wildfire risks to people and property consistent with an approved community wildfire protection plan.

(2) Grants to local agencies, state agencies, joint powers authorities, tribes, resource conservation districts, fire safe councils, and nonprofit organizations for structure hardening of critical community infrastructure, wildfire smoke mitigation, evacuation centers, including community clean air centers, *improvements to public evacuation routes in very high or high fire hazard severity zones*, structure hardening projects that reduce the risk of wildfire for entire neighborhoods and communities, water delivery system improvements for fire suppression purposes for communities in very high or high fire hazard areas, *mobile rigid dip tanks to support firefighting efforts, prepositioned mobile rigid water storage, improvements to the response and effectiveness of fire engines and helicopters*, wildfire buffers, and incentives to remove structures that significantly increase hazard risk.

(A) For purposes of this paragraph, "mobile rigid dip tank" is a mobile rigid dip tank for storing water, retardant, or other firefighting material for the on-ground equipment or aerial refilling of firefighting helicopters that is constructed of steel and is designed to be resistant to vandalism when left unattended.

(B) For purposes of this paragraph, "mobile rigid water storage" is a mobile rigid water tank for storing water for refilling of ground equipment or helicopter dip tanks, or both, that is constructed of steel and is designed to be resistant to vandalism when left unattended and have an extended service life.

(3) Grants, in coordination with the Public Utilities Commission, to local agencies, state agencies, special districts, joint powers authorities, tribes, and nonprofit organizations for zero-emission backup power, energy storage, and microgrids for critical community infrastructure in order to provide continuity of electrical service, reduced wildfire ignitions, and to safeguard communities from disruption due to deenergization events, wildfire, or air pollution caused by wildfire, extreme heat, or other disaster.

(4) Grants under the Home Hardening Program to retrofit, harden, or create defensible space for homes at high risk of wildfire in order to protect California communities.

(b) The Office of Emergency Services and the Department of Forestry and Fire Protection shall prioritize wildfire mitigation grant funding applications from local agencies based on the Fire Risk Reduction Community list, pursuant to Section 4290.1.

(c) The Office of Emergency Services and the Department of Forestry and Fire Protection shall provide technical assistance to disadvantaged communities, severely disadvantaged communities, or vulnerable populations, including those with access and functional needs, socially disadvantaged farmers or ranchers, and economically distressed areas to ensure the grant program reduces the vulnerability of those most in need.

CORRESPONDENCE



Environmental Health
Mario Kalson, Director
100 H Street, Eureka, CA 95501

phone: (707) 445-6215 | fax (707) 441-5699

February 27, 2025

Certified # 9589 0710 5270 0839 4856 79

Mr. Dale Davidsen
Humboldt Bay Municipal Water District
828 7th Street
Eureka, CA 95501

**Re: Results of the February 21, 2025 California Accidental Release Prevention Audit /
Inspection of the Humboldt Bay Municipal Water District (HBMWD) Facility located at
7270 West End Road Arcata, CA 95521**

Dear Mr. Davidsen:

Thank you for your interest in compliance with the California Accidental Release Prevention program (CalARP). On February 21, 2025, the Humboldt County Division of Environmental Health (DEH) conducted an Audit / Inspection (A/I) of the above facility. As part of the A/I, DEH:

- evaluated the operating, maintenance, and emergency response procedures;
- checked for documents required by the CalARP regulations;
- checked for documentation of employee training and self-audit performance; and
- conducted a physical site inspection to identify deficiencies in covered process storage and handling, emergency response, and mechanical integrity.

Observations

Businesses, schools, and residences are located within the worst-case scenario distance to toxic endpoint. A catastrophic release of chlorine from the facility would present a significant hazard to public health and safety.

Congratulations, there were no deficiencies observed at your facility during this audit /inspection.



A Division of Public Health
phone: (707) 445-6200
fax: (707) 445-6097

DHHS Administration
phone: (707) 441-5400
fax (707) 441-5412

Humboldt County Department of Health & Human Services

If you have any questions, please call me at (707) 267-4411.

Sincerely,



Dean Adams
Hazardous Materials Specialist II
Unified Program Agency

DA/mjs

File # 10020184

Cc: Sherrie Sobol (via email only at reportnotifications@hbmwd.com)



CONTINUING BUSINESS



Date: March 13, 2025
To: President and Board Members
From: Michiko M. Mares, Assistant General Manager
Subject: Second Reading and Adoption of *Ordinance 25 – Exhaustion of Administrative Remedies Procedure for Ratepayer Objections to Proposed Water Fees*

STAFF RECOMMENDATION

Conduct the second reading and adopt *Ordinance 25*, an exhaustion of administrative remedies procedure for ratepayer objections to proposed water fees.

DISCUSSION

In September 2024, California approved AB 2257, which established a procedure in Government Code Section 53759.1 for an exhaustion of remedies. The Ordinance will provide a procedure for ratepayers to bring an objection regarding a new or amended water fee to the District's attention early in the fee consideration process, and to provide an opportunity for the District to address or resolve any objections before the District's Board of Directors makes a final decision on whether to adopt a proposed water fee pursuant to Proposition 218.

The first reading of the proposed *Ordinance 25* was completed at the February 13, 2025 Board meeting. The notice of public hearing was published in a local newspaper, the North Coast Journal, on 02/26 and 3/5.

RECOMMENDED BOARD ACTION

1. Review staff report;
2. Receive public comment;
3. Discuss and consider the proposed ordinance; and
4. Motion to conduct the second reading and adopt *Ordinance 25*.
5. Roll call vote.
6. If adopted at March Board Meeting, *Ordinance 25* becomes effective April 2025.

ATTACHMENTS

1. *Ordinance 25 – Adopting an Exhaustion of Administrative Remedies Procedure for Ratepayer Objections to Proposed Water Fees*

Humboldt Bay Municipal Water District
Ordinance 25
Approved 13th day of March, 2025

**ORDINANCE 25 – AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE
HUMBOLDT BAY MUNICIPAL WATER DISTRICT TO ADOPT
AN EXHAUSTION OF ADMINISTRATIVE REMEDIES PROCEDURE
FOR RATEPAYER OBJECTIONS TO PROPOSED WATER FEES
(Section 15501, et seq. of the California Public Utility Code)**

WHEREAS, Humboldt Bay Municipal Water District (District) provides retail water services to the residents of the District; and

WHEREAS, pursuant to section 71590 of the Government Code, the Board of Directors of the District has the authority to adopt by ordinance rules and regulations for the administration and operation of water provided by the District; and

WHEREAS, California law requires certain changes to water fees must be adopted or approved in accordance with procedures outline in Article XIII D, of the California Constitution, commonly referred to as "Proposition 218"; and

WHEREAS, Article XIII D, Section 6, establishes certain procedural requirements and substantive limitations a local public agency must follow to adopt a property related fee for water service; and

WHEREAS, the purpose of this ordinance is to provide a meaningful opportunity for a ratepayer to present an objection to a proposed new or amended water fee before resorting to litigation after the new or amended fee is approved; and

WHEREAS, this ordinance is intended to provide a procedure for ratepayers to bring an objection regarding a new or amended water fee to the District's attention early in the fee consideration process, and to provide an opportunity for the District to address or resolve any objections before the District's Board of Directors makes a final decision on whether to adopt a proposed water fee pursuant to Proposition 218; and

WHEREAS, this procedure will generally require the District to make available the proposed water fee, post the written basis for the proposed water fee on its internet website, provide 45-days for a property owner to review the proposed fee and timely submit to the District a written objection to the fee that specifies the grounds for alleging non-compliance, and require the District to consider and respond in writing timely submitted objections prior to the close the protest hearing or ballot tabulation hearing required under Section 6 of Article XIII D of the California Constitution; and

WHEREAS, for the purposes of the proposed water fee adopted by the District pursuant to Section 6 of Article XIII D of the California Constitution, a person or entity shall be prohibited from bringing a judicial action or proceeding alleging non-compliance with Article XIII D of the California Constitution for any new, increased, or extended water

Humboldt Bay Municipal Water District
Ordinance 25
Approved 13th day of March, 2025

fee, unless that person or entity has timely submitted to the District a written objection to that fee that specifies the grounds for alleging non-compliance; and

WHEREAS, the Board of Directors hereby intends to adopt the exhaustion of administrative remedies procedure as outlined in Government Code Section 53759.1, and the administrative record principles contained in Government Code Section 53759.2.

NOW, THEREFORE, the Board of Directors of Humboldt Bay Municipal Water District does ordain as follows:

Section 1. Recitals. The District hereby finds and determines the above recitals are true and correct and are incorporated herein.

Section 2. Approval of Ordinance. The Humboldt Bay Municipal Water District Ordinance 25 to adopt an administrative remedies procedure for ratepayer objections to proposed water fees, as described in Exhibit A, *EXHAUSTION OF ADMINISTRATIVE REMEDIES PROCEDURE FOR RATEPAYER OBJECTIONS TO PROPOSED WATER FEES, attached hereto and incorporated by reference, is hereby approved.*

Section 3. California Environment Quality Act Compliance. The District Board of Directors find, pursuant to Title 14 of the California Code of Regulations, Section 15061(b)(3), that this Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) in that it is not a Project which had the potential for causing significant effect on the environment.

Section 4. Severability. If any provisions, section, subsection, sentence, clause, phrase, or sections of the Ordinance, or the application of same to any person, or set of circumstances, is for any reason held to be unconstitutional, void, or invalid, the validity of the remaining portions, provisions, or regulations contained herein shall not be affected, it being the intent of the Board of Directors in adopting the Ordinance that no portions, provisions, or regulations contained herein shall become inoperative, or fail by reason of the unconstitutionality of any other provision hereof, and all provisions of the Ordinance are declared to be severable for that purpose.

Section 5. Ordinance Effective Date. This Ordinance shall be in full force and effect thirty (30) days from and after the date of its adoption.

PASSED AND ADOPTED by the Humboldt Bay Municipal Water District Board of Directors on the 13th, day of March, 2025 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Humboldt Bay Municipal Water District
Ordinance 25
Approved 13th day of March, 2025

I HEREBY CERTIFY that the foregoing Ordinance was duly INTRODUCED at a regularly held meeting of the Board of Directors of the HUMBOLDT BAY MUNICIPAL WATER DISTRICT on the 13th day of February, 2025, and was PASSED and ADOPTED by the Board of Directors of the HUMBOLDT BAY MUNICIPAL WATER DISTRICT on the 13th day of March, 2025.

ATTEST:

Michelle Fuller, President

J. Bruce Rupp, Secretary/Treasurer

HUMBOLDT BAY MUNICIPAL WATER DISTRICT (HBMWD)

To: Board of Directors

From: Contessa Dickson

Date: March 13, 2025

Subject: Ruth Lake Community Services District (RLCSD) Policy 6000.26 Revision

Recommendation

Staff recommends the Board approve the proposed amendments to the RLCSD Policy 6000.26, in accordance with the provisions of Master Lease Amendment 3.

Discussion

Master Lease Amendment 3, between RLCSD and HBMWD stipulates that HBMWD must approve any policy changes related to the Ruth Lake Lease Lots prior to RLCSD Board approval. The proposed revisions which are in red or stricken through, are detailed in the attached document.

At the February 18, 2025 RLCSD Board meeting, the RLCSD board approved draft changes to Policy 6000.26, Recreational Lease Site Standards. RLCSD is requesting approval of suggested additional revisions to this policy from HBMWD's Board.

The additional revision is needed to clearly assign responsibility for debris removal in the event of a fire to the sub-lessee in case the fire event is not covered by FEMA.



Ruth Lake Community Services District

12200 Mad River Road

P.O. Box 6

Mad River, CA 95552

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

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

February 21, 2025

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

Re: RLCSD Policy 6000.26 revision

Dear Michiko and John,

At our February 18, 2025, board meeting the RLCSD board approved draft changes to Policy 6000.26, Recreational Lease Site Standards. I would like to request this proposed change to be presented at your next board meeting to your board of directors for possible approval.

The CSD board felt the addition to 6000.26 was necessary to have within a policy in the event there is a fire that is not covered under FEMA. If you have any questions about the proposed changes to Policy 6000, please let me know.

Sincerely,

A handwritten signature in black ink that reads "Caitlin Canale".

Caitlin Canale
General Manager

RUTH LAKE COMMUNITY SERVICES DISTRICT
Policy Handbook

POLICY TITLE: Recreational Lease Site Standards -DRAFT

POLICY NUMBER: 6000

6000.00 Purpose: The purpose of this policy is to guide development and use on recreational sublease sites within the buffer strip around Ruth Lake. It also provides some direction on identifying and correcting deficiencies on existing structures and sites.

6000.01 Need: These standards provide a framework for the district administration to guide development around the lake. As the lake becomes more popular, the actions of individual leaseholders increasingly impact the sites and users around them. Environmental concerns of development are receiving more attention and regulation. State and County health, building, planning, and fire safe codes and laws are becoming ever stricter and are being increasingly aggressively enforced. The subleases, although the sub-leaseholder's individual responsibility, are collectively and ultimately RLCSD's responsibility.

6000.02 Philosophy: Use of the buffer strip is recreational in nature.

A. Development will be controlled to the extent that it will encourage recreational, part-time use, and not allow full-time residential use.

B. Development will be designed to minimize impact on the "view shed" from the lake and the road.

C. Development will also be guided by the philosophy exemplified by the statement that one well-designed small garage is preferable to several small storage sheds.

D. Some sites will not support even this much development, and all development will be addressed on a case-by-case basis.

E. It is acknowledged that these guidelines will permit some types of development on some lease sites and prohibit the same type and extent of development on other sites. What was allowed in the past is not necessarily acceptable practice today.

F. All development shall be as non-invasive as possible, blending in with the natural surroundings as much as possible.

G. All projects are considered on a case-by-case basis. Approval at one site does not imply approval at another site.

6000.03 Existing development: Structures which have been previously approved by RLCSD, HBMWD and Trinity County (as appropriate), which may otherwise appear to violate this policy, shall be allowed to remain unless they present a safety or other hazard, or are being maintained so poorly they become unsightly.

A. If a leaseholder wishes to construct a new structure, he may be required to remove an existing structure of similar use even if previously approved, as is consistent with paragraph 6000.02C above.

6000.04 Use: 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.

A. Recreational sub-lease sites shall not be used for residential purposes or become the domicile of the lessee. Policy 6010 addresses this topic.

6000.05 The standards for **boat access only leases** are further guided by policy 6400.

6000.10 Maintenance: The sublease contract requires that the lease site be maintained in good condition and kept in a clean and sightly condition and in as good of condition as when possession was delivered to sublessee.

6000.11 Trash and garbage: The lease site will be free of visible garbage at all times. Trash and garbage will be stored in rigid containers, with tight fitting lids, not plastic garbage bags, and all trash and garbage will be removed when the site is unoccupied. The Ruth Lake area is home to many wild and feral animals which will be happy to make a mess for you. Disposing of trash or garbage on the buffer strip either in trash cans (other than their own), dumpsters, or outright dumping is prohibited, and may result in prosecution and loss of the lease.

6000.12 Building materials: Building materials may only be stored on the site if a project has been approved and is under construction. Any lease holder found to be dumping construction debris in campground, marina, day use areas, including dumpsters, or any undeveloped portion of the buffer strip will be subject to prosecution, and may lose their lease.

6000.13 Structures: Structures of all types shall be maintained in good condition. Broken windows, railings, stairs, structures that pose a safety hazard, do not meet current standards because of age or wear must be repaired or removed within the time limit set by the administrator.

6000.14 Trees and Brush: All trees and brush remain the property of HBMWD under the provisions of the master lease and the sublease contract. Cutting of trees is prohibited without prior written permission of RLCSD and HBMWD (see policy #6350). Trimming of limbs and brush for fire safety, and around roads and structures is permitted as maintenance. Debris must be disposed of as soon as possible by burning. Burn permits are required and enforced.

6000.15 Gardens: Gardens are specifically prohibited on leases using water from the lake by the lake water lease addendum. It is the philosophy of both the HBMWD and RLCSD Board of Directors that the areas around the lake remain as natural as possible.

6000.151 Areas away from the lake, such as the Rodeo grounds and Holly Creek, have developed differently, and shall be allowed to have small flower gardens. Vegetable gardens are prohibited as they are more residential in nature.

6000.16 Vehicles: Excessive numbers of cars, boats, trailers, recreational and other types of vehicles shall not be stored on the lease. All such vehicles shall be in working order, well maintained and be neat in appearance. See para. 6000.27 regarding recreational vehicles.

6000.17 Propane: Propane and other fuel tanks must be secured to a solid post or structure if not designed to be free standing.

6000.18 Firearms: The shooting of firearms is prohibited on lease sites except when legally taking waterfowl during waterfowl season.

6000.19 Fireworks: Fireworks shall not be used on the buffer strip.

6000.20 Development and improvement:

6000.21 The Buffer strip was developed to provide recreational opportunities for local residents and visitors to the area.

6000.22 Extent: Development will generally be limited to one dwelling, one bath facility if not provided for in dwelling (i.e.: primary dwelling is an RV which is intended to be moved regularly), one storage building, one water storage or pumping structure if necessary, and one temporary RV for a guest (see para. 6000.27 below and para. 6000.02C, above).

6000.23 Placement: No structure shall be placed at an elevation less than 2675 ft. (spillway level plus 21 ft.). The horizontal setback (from the 2675 ft level) must be 20 feet. Side and back lot line spacing shall not be less than 30 feet. Lease lots wishing improvements but not able to meet all of these requirements must be considered and approved on an individual basis by both the RLCSD and the HBMWD Board of Directors.

6000.24 Permission: The recreational sublease (Para 17), requires that the sublease holder gain the written consent of both RLCSD and HBMWD before any alteration, addition, or improvement be made to the lease site. According to the Master Lease, HBMWD has up to 45 days to consider the project, plan accordingly.

6000.25 Approval: Approval of a project by RLCSD and HBMWD means only that the improvement appears not to interfere with RLCSD or HBMWD activities on the buffer strip. It does not imply that the project design and engineering is proper or safe. It does not imply that the project is acceptable to Trinity County or other agencies. All projects are considered on a site-specific basis, what is suitable on one site may not be allowed on another.

6000.26 Insurance: Since all structures must be insured against fire hazard, now is a good time to ensure your insurance policy will cover the proposed improvement. The district will ensure a current, valid, and acceptable certificate of insurance, which includes the appropriate amount of fire and liability insurance as stated in the sublease contract, is on file in the district office before approving any project. *In the event of a fire, you are responsible for any debris removal from your lease site.*

6000.27 Recreational vehicles: Recreational vehicles are defined as vehicles designed or capable of being dwelt in.

- a. Are limited to one per lease site,
- b. Must remain capable of being moved,
- c. If intended or allowed to remain longer than fourteen days, must have the written permission of RLCSD.
- d. Any RV on a lease site is considered at least one extra bedroom, and the septic tank must be sized to accept the additional load. This must be considered by the District when considering this kind of request.
- e. Under special circumstances, more than one unit will be allowed on a temporary basis, again with written permission in advance obtained from RLCSD.
- f. ~~A recreational vehicle that functions as the main dwelling unit must have a Trinity County Planning Department Directors use permit.~~

6000.28 Process for obtaining approval for improvements:

A. The sublease holder submits the project to RLCSD for approval. The application must include:

1. A written description of the project, including type of construction, dimensions, materials, and colors proposed.
2. A site map indicating where on the site the project will be located
3. Timetable to start and finish project
4. Who will be doing the project.

B. The Administrator has authority to approve any project he feels complies with the lease site standards, county, state, and federal laws, and other guidance provided by the Board of Directors. If the Administrator feels that the project is not consistent with the guidance provided, the Administrator is directed to make the objections known to the leaseholder, and work with them to achieve the goal of the project if at all possible. If the sublease-holder feels the project does meet the guidelines, or that compelling reasons exist for the project to be completed as requested, he may ask the Board of Directors to approve the project.

C. Things for the Administrator to consider when reviewing a project.

1. Does the project fit into the guidelines outlined.
2. Is the project appropriate to the specific lease site and the area
3. Effect the project will have on the immediate neighbors
4. Effect project has on the view shed from the lake and road.
5. Effect project will have on the operations of HBMWD and RLCSD uses and projects at the lake.
6. Effect project will have on other recreational lake users.
7. Amount and type of insurance coverage required.

D. If approved, the project documents are forwarded by RLCSD to HBMWD for their review and approval. Copies of RLCSD and HBMWD approvals will be forwarded to the leaseholder by RLCSD when obtained. Because environmental and building conditions can change quickly, the project must be begun within one year and substantial progress made or the permission of RLCSD and HBMWD for the project will expire.

E. The applicant may then apply to the appropriate Trinity County department for permits. Trinity County will not issue a permit until it has RLCSD and HBMWD permission on file. Copies of the Trinity County permits shall be forwarded to RLCSD prior to beginning work on the project, and copies of the completed permits must be filed with RLCSD when the project is complete.

F. Building Permits: Building permits are required by Trinity County for any structure larger than 120 square feet, including eaves; any structure with plumbing or electricity, and any structure intended for human habitation regardless of size. Decks may need a permit as well. It is the leaseholders' responsibility to determine the need. RLCSD will assume a building permit is required for all projects unless otherwise notified. No project may begin until a copy of the permit is on file with RLCSD.

6000.29 Utilities: Both electrical and telephone connections require a utility easement between the utility provider and Humboldt Bay MWD before installation. HBMWD charges a fee of one hundred dollars (\$100) to cover their costs in establishing the easement. Please contact RLCSD prior to contacting the utility company. Policy 6300 applies.

6000.30 Water:

6000.31 Lake Water: HBMWD and RLCSD prohibit water diversion from Ruth Lake Reservoir without proper permits. Lake water is defined as any surface water gathered within the flood level of Ruth Lake, determined to be below elevation 2674, 20 feet above the current spillway elevation, and between the Matthews Dam and the Ruth-Zenia Bridge. Policy 8100 and 8110 refer.

6000.32 Well water: Wells must be located at least 100 feet from the high-water mark of the Ruth Lake reservoir. Previous permission of RLCSD, HBMWD and a permit and inspection from the Trinity County Health Department are required. A copy of the well drillers report must be forwarded to RLCSD.

6000.33 Surface water: taken from rivers, creeks or springs located above the flood level within the buffer strip are not regulated, however both RLCSD and HBMWD strongly recommend filtration and disinfection before any type of use. This water may contain contaminants which are harmful to humans.

6000.40 Sewage disposal systems: No lease site shall be used until an approved sewage disposal system is in place and approved by Trinity County. This prohibition includes self-contained RV's and tent camping. Policies 6220 and 6225 provide guidance on this topic.

6000.50 Roads: Roads are becoming a controversial topic nationwide and within Trinity County. Roads must be maintained to the standard they were originally built and may be required to be upgraded as use increases, drainage patterns emerge or change, or for other reasons. Expect to have to upgrade your road as a condition of your Trinity County building permit. Encroachment permits are required wherever a private driveway intersects with a county road. California Fire Safe requirements have a great impact on road design and may well influence where you can place a dwelling or make significant improvements to it. Erosion control must be maintained.

Roads and drainage must be well maintained. See the "Ruth Lake Buffer Strip Road and Lease Site Standards for further information."

6000.501 Road names: Any driveway serving more than one dwelling must have a signpost if it intersects a county road. All road names must be approved by Trinity County.

6000.502 Shared roads: Shared roads are a shared responsibility of the leaseholders who access it. Culverts and side drains must be cleaned throughout the year. RLCSD does not maintain any roads but may require work to be done.

6000.51 Gates: Requests for gates will be considered on an individual basis. All gates must be approved by RLCSD and HBMWD prior to installation. Chain and cable gates are not acceptable or permissible.

6000.52 Locks: All gates if locked must have a lock keyed to the RLCSD master. Master keys are provided to fire, medical, law enforcement agencies, and utility companies that serve the area. If the administrator or any of the above cannot open a gate because of an unapproved or non-functioning lock, they have permission to cut the lock, and the leaseholder must replace it at their expense. Providing a copy of an individual lock key to the RLCSD office does not meet this requirement.

6000.53 Fences: Are not allowed except for guarding against an unsafe condition, and only with prior approval.

6000.54 Signs:

6000.541 Street signs: Each road or driveway serving more than two dwellings must have a street sign if it intersects with a county road. All road names must be approved by Trinity County.

6000.542 Address signs: Each dwelling must have its lease number, or an address assigned by Trinity County posted on it, or at the driveway entrance that serves that individual dwelling if it will be more visible to emergency vehicles.

6000.543 No Trespassing/Private Lease Signs: No trespassing signs are allowed on all recreational sub lease sites. However, only signs purchased from RLCSD may be used. No other signs may be placed along the boundary of the sub lease sites for the purposes of indicating that the property is private. RLCSD supplies two versions of the typical "No Trespassing" sign. One version is for use on docks. One version is for any other type of entry, i.e. road, path, or drive. RLCSD recommends placing "No Trespassing" signs at the following locations (if applicable) with a maximum number of three signs per lease allowed:

1. One sign on your dock
2. One sign at your road access entry point or walking path
3. Any other place bordered by the lake or non-private lands, i.e. road, parking lot, or public lands

Sign placement must be approved by the RLCSD prior to installation by the sub lease holder. "No Trespassing" signs are recommended by the RLCSD to be placed along the boundary of sub lease sites because they will stop the public from having any claimed right to park at, go across, dock at, fish from, sleep on, or otherwise use your sub lease site when placed correctly. If you have questions concerning the boundary of your sub lease site or would like help determining where the appropriate place is to install "No Trespassing" signs, please speak with RLCSD staff. (*Civil Code § 830 and § 1008*)

6000.60 Erosion Control: All lease sites, roads and trails will be constructed and maintained to minimize erosion into the lake, river, and other water courses. RLCSD or HBMWD may require modifications to proposed projects, maintenance or repair work to be done as necessary to ensure erosion control. The Trinity County Building and Planning Departments have final approval on all projects and may require additional mitigations, engineering documentation, and permits.

6000.70 Boat or swimming docks: Boat or swimming docks may be placed only with the advance written permission of RLCS D and HBMWD, policies number 6100, 6110, and 6120 apply.

6000.80 Inspections: The Administrator or designee may conduct a formal inspection of a lease site when:

1. A proposed assignment is received.
2. The Sublease contract is to be renewed within one year of renewal.
3. A major improvement project is requested.
4. A violation is noticed or reported.

A formal inspection will be documented in the lease file and a copy of the inspection report sent to the leaseholder.

The Administrator may make an informal (or walk through) inspection at any time. This may be followed up with no action, a telephone call, a letter, or a formal inspection.

Approved by the RLCS D Board of Directors: 7/24/2003

Revisions to 6000.23; approved by the Board of Directors: 8/10/2006

Revisions to 6000.543; approved by the Board of Directors: 12/10/2024

Revisions to 6000.27(f); approved by the Board of Directors:

HUMBOLDT BAY MUNICIPAL WATER DISTRICT (HBMWD)

To: Board of Directors
From: Contessa Dickson
Date: March 13, 2025
Subject: Ruth Lake Community Services District (RLCSD) New Policy -
6550 Public Bidding and Sublease Procedures

Recommendation

Staff recommends the Board approve the proposed new policy 6550, in accordance with the provisions of Master Lease Amendment 3.

Discussion

Master Lease Amendment 3, between RLCSD and HBMWD stipulates that HBMWD must approve any policy changes related to the Ruth Lake Lease Lots prior to RLCSD Board approval.

At the January 14, 2025 RLCSD Board meeting, the RLCSD Board approved draft Policy 6550 - Public Bidding and Sublease Procedures. RLCSD is requesting approval of this draft policy from HBMWD's Board. The proposed new policy purpose is to detail the process by which recreational lots shall be offered to the public when they are made available for sublet as determined and at the sole discretion of the RLCSD Board of Directors.

District Counsel has reviewed this policy with no issues identified.



Ruth Lake Community Services District

12200 Mad River Road

P.O. Box 6

Mad River, CA 95552

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

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

January 17, 2025

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

Re: RLCSD Policy 6550 (New)

Dear Michiko and John,

At our January 14, 2025, board meeting the RLCSD board approved Policy 6550 draft, Public Bidding and Sublease Procedures. I would like to request this new policy to be presented at your next board meeting to your board of directors for possible approval.

If you have any questions about the new Policy 6550, please let me know.

Sincerely,

A handwritten signature in black ink that reads "Caitlin Canale".

Caitlin Canale
General Manager

RUTH LAKE COMMUNITY SERVICES DISTRICT
Policy Handbook

POLICY TITLE: Public Bidding and Sublet Procedures - DRAFT

POLICY NUMBER: 6550

6550.10 PURPOSE:

The purpose of this Public Bidding and Sublet Procedures Policy (this “**Policy**”) is to detail the process by which recreational lots shall be offered to the public when they are made available for sublet as determined and at the sole discretion of the Ruth Lake Community Services District (“**RLCSD**”) Board of Directors (the “**Board**”). No recreational lot shall be offered to the public for sublet unless and until it is determined to be in the best interest of the RLCSD. The Board, in its sole discretion, may alter these procedures as necessary and convenient during the subletting process. Until a recreational lot is sublet to another entity, RLCSD may use the recreational lot for any purpose it deems in furtherance of any authorized or delegated or other inherent power.

6550.20 INTRODUCTION & AUTHORITY:

The lands that surround Ruth Lake are owned by Humboldt Bay Municipal Water District (“**HBMWD**”). In 1964, Humboldt Bay leased much of the lands surrounding Ruth Lake to the County of Trinity, California (the “**1964 Lease**”). Subsequently, in 1966, Trinity County assigned all rights and title to the leasehold to the newly formed RLCSD. RLCSD became responsible for management of those certain lands as determined by the 1964 lease for the following recreational purposes (among others):

- (a) Construction, operation, maintenance, and replacement of boat launching facilities, access and other necessary improvements.
- (b) Construction, operation, maintenance, and replacement of “such other and further recreational facilities, roads and structures as [RLCSD] may deem desirable.”
- (c) “Sublet to tenants of [RLCSD] ground upon which to carry on the activities set forth in (a) and (b) above, provided further, that any such subtenant shall agree in writing to be bound by the terms of these presents.”

Pursuant to the 1964 Lease, RLCSD was delegated the power, authority, and discretion to sublet to tenants those certain recreational lots surrounding Ruth Lake owned by HBMWD. Further, RLCSD was created under Government Code 61000 et seq. (Board of Supervisors Resolution 34-66), and, pursuant to the RLCSD’s general powers as a duly formed community services district, RLCSD “shall have and may exercise all rights and powers, expressed and implied, necessary to carry out the purposes and intent of this division, including, but not limited to, [the

creation of] leasehold interest in the property for the benefit of the district” as granted in California Government Code §61060(d).

6550.30 DETERMINATION OF AVAILABILITY OF RECREATIONAL LOTS:

No recreational lot shall be made available to the public until the Board determines, via formal resolution, that the sublet of those certain recreational lots is in the best interests of RLCSD. Further, said resolution may establish the procedures for which the recreational lots will be made available to the public, either through these procedures, or as directed by the Board. The Board may also establish any minimum bids for each recreational lot. The Board shall have and shall retain full and sole discretion in determining how and when and for what purposes recreational lots are made available to the public for sublet. All sublets shall be made pursuant to the current form sublease in use and shall be for a term (number of years) that shall terminate at the same time as the other recreational lot sublease terms. Lastly, the Board shall determine when the sealed bids shall be due to RLCSD and shall not accept any bids delivered past the due date.

6550.40 SEALED BIDDING PROCEDURES:

The sealed bidding procedure for sublet of the recreational lots around Ruth Lake is a method of subletting that employs competitive bids, public opening of bids, and awards. The following generalized steps are involved: (a) Preparation of invitations for bids. Invitations will describe the requirements of RLCSD. The invitation will include all documents (whether attached or incorporated by reference) for prospective applicants for the purpose of bidding. (b) Publicizing the invitation for bids. Invitations will be publicized through reasonable distribution, posting in public places, and such other means as may be appropriate. (c) Submission of bids. Applicants must submit sealed bids to be opened at the time and place stated in the solicitation for the public opening of bids. (d) Evaluation of bids. Bids will be evaluated based on the listed criteria in the invitation for bids. (e) Contract award. After bids are publicly opened, an award will be made with reasonable promptness to that responsible applicant whose bid, conforming to the invitation for bids, will be most advantageous to the RLCSD, considering only price and any other factors included in the invitation.

6550.50 DISTRICT INVITATION FOR BIDS REQUIREMENTS:

Upon determination by the Board that certain recreational lot(s) shall be made available to the public for subletting, staff shall follow the following procedures, absent other direction by the Board. Staff, as directed by the District Manager, has the discretion to proceed as necessary or convenient with any determination on the subletting process that is consistent with this Policy.

Preparation of invitations for bids:

Invitations for bids (“IFB”) must describe the requirements of RLCSD clearly, accurately, and completely. Unnecessarily restrictive specifications or requirements that might unduly limit the number of applicants are prohibited. The IFB shall include all documents (whether attached or incorporated by reference) for prospective applicants for the purpose of bidding. At a minimum each IFB must contain the following listed items (whether attached or incorporated by reference). Beyond the following items, the District Manager has discretion on the full content of the IFB.

- A description of the recreational lot, with a map (if available).
- A copy of the current sublease.
- A description of insurance requirements.
- A reference to the rules and regulations that control the use of the recreational lot.
- Any Board established minimum bid, if applicable.
- Where and when bids will be accepted by RLCSD.
- Any other necessary items RLCSD finds necessary for the applicant

Publicizing the IFB:

IFBs must be publicized through distribution to prospective applicants, posting in public places, or such other means as may be appropriate. Publicizing must occur a sufficient time before public opening of bids to enable prospective applicants to prepare and submit bids. Staff shall at a minimum publicize the IFB in the following ways:

- Each IFB shall be available on RLCSD's website.
- Each IFB shall be advertised in a newspaper of general circulation for two weeks prior to opening of the bids. For the purposes of newspaper advertising, a single advertisement may be used to provide notice of multiple listings and direct prospective applicants to RLCSD's website or its main office for more information.
- Each IFB shall be advertised at RLCSD main office and anywhere else in the community that staff deems useful.

RLCSD, via the District Manager, shall have discretion on how the above requirements are executed and whether each IFB will be advertised in any other form or method. Staff is delegated discretion on any additional advertising method, additional content of the advertisement, and period of time the advertisement is made live.

6550.60 APPLICANT BID REQUIREMENTS:

Bidding on recreational lots shall open on the date of the initial physical posting of the IFB at the RLCSD main office or as indicated in the IFB. Subsequently, bidding shall close as indicated on the IFB. Any applicant that submits a bid outside of these submittal dates shall be disqualified as non-responsive on the applicable recreational lot. Applicants shall follow all rules and regulations established by RLCSD in this Policy the IFB and in other rules and regulations as applicable.

- Only physically mailed or hand-delivered sealed bids from applicants shall be accepted. Emailed or other electronically delivered bids shall not be accepted.
- Even if posted prior to the close of the bidding period, only bids physically received by RLCSD prior to the date and time of the opening of the bids will be considered.
- No bids shall be accepted from any applicant or business owned by an applicant if said applicant is the current holder of a RLCSD sublease and is delinquent or in violation of their sublease or of RLCSD rules or regulations in any way.

- Applicants must submit sealed bids to be opened at the time and place stated in the IFB for the public opening of bids for the bid to be considered responsive.
- Applicants may bid on more than one recreational lot if more than one recreational lot is available for bidding.
- No bid shall be accepted if it is less than any established minimum bid, whether publicly advertised or withheld.
- No bid or applicant shall be accepted or considered responsive if it does not conform to any requirement listed in the IFB.
- All applicants must fully complete the application and bid documents for the bid to be considered responsive.
- Only responsive bids from responsible applicants shall be considered for the award of the recreational lot.
- No applicant shall be going through bankruptcy proceedings at any time during the IFB time period, nor shall any bankruptcy be pending.
- Non-sealed bids shall be considered non-responsive and rejected from consideration.

6550.70 SUFFICIENCY OF BID REQUIREMENTS:

All applicants shall include one of the following forms of bid security with their application for each recreational lot. Any bid application received by RLCSD that does not have a fully secured bid shall be considered non-responsive. Said security provided by the applicant as part of their bid application shall be included under sealed cover:

- A cashier's check made payable to RLCSD for the full amount of the bid.
- A certified check made payable to RLCSD for the full amount of the bid.

Upon an award to the applicant, the security of an unsuccessful applicant shall be returned in a reasonable period of time, but in no event shall that security be held by RLCSD beyond 60 days from the time the bids are open.

6550.80 EVALUATION OF BIDS:

Bids shall be opened at the advertised place, date, and times as listed in the IFB. The opening of the bids may be at a Board meeting (special or regularly scheduled) or at a non-Board meeting officiated by the District Manager. Non-Board meetings, for the purpose of opening the bids, shall be public and follow all applicable Brown Act procedures and at least two staff members and one Board member shall be present at the opening of the bids.

Upon opening of the bids, staff shall determine if the applications and bids are responsive. A responsive application and bid are all of the following: (i) fully completed; (ii) fully compliant with the rules and procedures and requirements of the IFB and RLCSD; (iii) include a bid that is not below the minimum bid, if applicable; (iv) contains an acceptable form of bid security for the full amount of the bid made out to RLCSD; and (v) and any other requirements included in the IFB, this Policy, or other relevant RLCSD procedure, rule, or policy.

Staff shall divide the applications into two categories: (i) Responsive Applications; and (ii) Non-Responsive Applications. Non-Responsive Applications shall not be considered for award of the recreational lot. Staff shall score and summarize all Responsive Applications for the Board based on any listed scoring criteria in the IFB. If ranking is utilized, staff shall rank the applications based on any scoring criteria. Staff shall deliver the summary of the Responsive Applications and all supporting documentation to the Board for their final determinations on the recreational lot subletting process.

6550.90 DETERMINATION OF BOARD:

At the sole and complete discretion of the Board, and without reason, the Board may reject any bids presented and re-advertise or withdraw the recreational lot from the IFB process. The Board retains the discretion to determine based on the information provided by staff if any Responsive Application is both (i) fully responsive; and (ii) awarded a recreational lot based on the bid provided and the criteria listed in the IFB. Any Board determination must be made via resolution.

6550.100 POST AWARD PROCESS:

Upon award of the recreational lot, staff shall inform all applicants on the outcome of the IFB. The supplied bid security for any unsuccessful applicant shall be immediately returned to the applicant at the address supplied. Any award granted by the Board shall be contingent on the successful applicant obtaining fully compliant liability property insurance of \$500,000.00 within 30 calendar days of the Board's determination of award formalized in the resolution and include a pre-approved insurance letter and/or policy. The bid security for the successful applicant shall be immediately deposited by RLCS D upon Board award. If the successful applicant does not obtain fully compliant property insurance for the recreational lot, the successful applicant shall be denied the sublease, forfeit the rights associated with the Board's award, and only be returned 75% of the bid security. The sublease shall only be assigned to the successful applicant when the following are fully secured: (i) fully compliant liability property insurance; and (ii) fully cleared funds deposited in RLCS D's bank account.

Approved By Board of Directors:



Date: March 13, 2025
To: President and Board Members
From: Michiko M. Mares, Assistant General Manager
Subject: Redwood Community Action Agency (RCAA), Garbage Can and Bicycle Rack at Power Pole Site

STAFF RECOMMENDATION

No action.

DISCUSSION

Redwood Community Action Agency (RCAA) will install a bicycle rack at the edge of the District's right-of-way easement at the Powerpole site near the District's Samoa Booster Pump Station. The garbage can will be installed outside of the District's right-of-way easement at the County parking lot as shown in attached photo.

RECOMMENDED BOARD ACTION

1. None

NEXT STEPS

None

ATTACHMENTS

1. *Photo of Garbage Can location*



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

SECTION 8.1.e PAGE NO. 1

To: Board of Directors

Date: March 13, 2025

From: John Friedenbach

RE: HBMWD Section 457 Deferred Compensation Plan

Discussion

At the November 14, 2024 Board meeting, staff discussed the status of our current section 457 Deferred Compensation Plan. One of the items that was discussed was the possibility of transitioning away from our current plan administrator, Corebridge Financial.

If a transition away from Corebridge is chosen, the District will need to execute a plan amendment to allow all participants to move as a trustee-to-trustee transfer. This will allow for all participants to migrate through one conversion. The District will evaluate the best interest of the participant/employees while doing this transfer. Some key metrics the District will be reviewing is overall costs and choice of quality investments offered. The Board authorized staff to submit a draft Plan Amendment to Corebridge Financial to allow for a Trustee-to-trustee transfer, should that be desired in the future.

In addition to that item, staff reviewed the current plan document to ensure conformity with our existing deferred compensation benefit offerings. It was noted that some additional amendments to the Employer Match sections of the Plan Document required updating as well. Those have been included in the attached draft document.

Throughout this process, the District's primary objective is to enhance the Plan's offerings with a focus on optimizing employees' retirement accounts and services.

Recommendation

Staff recommends that the board approve the attached HBMWD 457 Plan Amendment and that they direct the general manager to execute the plan amendment with Corebridge Financial.

**Humboldt Bay Municipal Water District
GOVERNMENTAL 457(b) PLAN
ADOPTION AGREEMENT**

By executing this Governmental 457(b) Plan Adoption Agreement (the "Agreement"), the undersigned Employer agrees to establish or continue a 457(b) Plan for its Employees. The Plan adopted by the Employer consists of the Governmental 457(b) Basic Plan Document (the "BPD") and the elections made under this Agreement (collectively referred to as the "Plan"). An Employer may jointly co-sponsor the Plan by signing a Participating Employer Adoption Page, which is attached to this Agreement. **This Plan is effective as of the Effective Date identified on the Signature Page of this Agreement.**

In completing the provisions of this Adoption Agreement, unless designated otherwise, selections under the Deferral column apply to all Salary Deferrals (including Roth Deferrals and Catch-Up Contributions).

[Note: Certain vendor agreements associated with the Plan may restrict the application of certain Plan provisions. Additionally, some State and local laws may restrict the election of certain provisions under the Plan. Please consult with legal counsel to assess the impact of State laws, local laws and/or applicable vendor agreements on the Plan.]

**SECTION 1
EMPLOYER INFORMATION**

1-1 EMPLOYER INFORMATION.

Name: Humboldt Bay Municipal Water District

Address: P.O. Box 95

City, State, Zip Code: Eureka, CA 95502

Telephone: 707-443-5018

1-2 EMPLOYER IDENTIFICATION NUMBER (EIN). 94-6050067

1-3 TYPE OF EMPLOYER. (Optional)

[Note: To adopt this Plan, the Employer must be a State, political subdivision of a State, or any agency or instrumentality of a State or political subdivision of a State, as provided under Code §457(e)(1)(A). A non-governmental tax-exempt organization, as described under Code §457(e)(1)(B), may not adopt this Plan.]

- (a) State
- (b) Political Subdivision of a State.
- (c) Agency or Instrumentality of a State
- (d) Other governmental entity: (Describe) State and Local Governments

1-4 EMPLOYER'S TAX YEAR END. (Optional) The Employer's tax year ends June 30

1-5 RELATED EMPLOYERS. (Optional) List any Related Employers. A Related Employer must execute a Participating Employer Adoption Page for Employees of that Related Employer to participate in this Plan.

**SECTION 2
PLAN INFORMATION**

2-1 PLAN NAME. The 457 Plan of HBMWD

Original Effective Date: November 10, 2005

Restatement Effective Date: March 1, 2025

Plan identifier (optional): _____

2-2 TYPE OF PLAN. This Plan is a Governmental 457(b) Plan.

- The Plan is intended to be a FICA Replacement Plan (as defined under Section 3.08 of the BPD).

2-3 **TYPE OF CONTRIBUTIONS. (Check all that apply.)**

- (a) Salary Deferral Contributions
- (b) Employer Matching Contributions
- (c) Employer Contributions
- (d) Rollover Contributions

2-4 **PLAN YEAR.**

- (a) Calendar year.
- (b) The 12-consecutive month period ending on _____ each year.
- (c) Other: _____

2-5 **PLAN ADMINISTRATOR.**

- (a) The Employer identified in AA §1-1.
- (b) Name: _____
Address: _____
Telephone: _____

2-6 **FROZEN PLAN.** Check this AA §2-6 if the Plan is a frozen Plan to which no contributions will be made. (See Section 3.01(c) of the BPD).

- This Plan is a frozen Plan effective _____

[Note: As a frozen Plan, the Employer will not make any contributions with respect to Plan Compensation earned after such date and no Participant will be permitted to make any contributions to the Plan after such date. In addition, no Employee will become a Participant after the date the Plan is frozen.]

2-7 **DEFINITION OF DISABLED.** An individual is considered Disabled for purposes of applying the provisions of this Plan if:

- (a) The individual is covered by the Employer's disability insurance plan and is determined to be disabled under such plan.
- (b) The individual is determined to be disabled by the Social Security Administration under Section 223(d) of the Social Security Act for purposes of determining eligibility for Social Security benefits.
- (c) The Plan Administrator determines an individual is unable to engage in any substantial gainful activity by reason of a medically determinable physical or mental impairment that can be expected to result in death or which has lasted or can be expected to last for a continuous period of not less than 12 months. The permanence and degree of such impairment shall be supported by medical evidence. The Plan Administrator may establish reasonable procedures for determining whether a Participant is Disabled.

[Note: An Employer may elect any or all of the elections above. If more than one is selected, the hierarchy for determining whether an individual is considered Disabled is in the order listed above, unless described otherwise under separate administrative procedures or as described below.]

- (d) Alternative definition of Disabled: _____

[Note: Any alternative definition described in this subsection (d) will apply uniformly to all Participants under the Plan. The Employer may describe different definitions of Disabled for different purposes under the plan.]

**SECTION 3
ELIGIBLE EMPLOYEES**

3-1 **ELIGIBLE EMPLOYEES.** In addition to the Employees identified in Section 2.02 of the BPD, the following Employees are excluded from participation under the Plan with respect to the contribution source(s) identified in this AA §3-1. (See Sections 2.02(d) and (e) of the BPD for rules regarding the effect on Plan participation if an Employee changes between an eligible and ineligible class of employment.)

- | Deferral | Match | ER | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (a) No exclusions. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (b) Collectively Bargained Employees (as defined in Section 1.11 of the BPD), unless the Collective Bargaining Agreement provides otherwise. |

Deferral	Match	ER	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(c) Non-resident aliens who receive no compensation from the Employer which constitutes U.S. source income.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(d) Employees who normally work less than ___ hours a week.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(e) Employees eligible for a 401(k), a 403(b) plan or another 457(b) plan sponsored by the Employer.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	(f) Part-Time Employees (as defined in Section 1.39 of the BPD).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(g) Seasonal Employees (as defined in Section 1.57 of the BPD).
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	(h) Temporary Employees (as defined in Section 1.60 of the BPD).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(i) Employees in an appointed or elected position.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(j) Employees paid on an hourly basis.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(k) Employees paid on a salaried basis.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(l) All other Employees except Part-Time, Temporary and Seasonal Employees.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	(m) Other: <u>Board Members</u>

3-2 **INDEPENDENT CONTRACTORS.** Unless elected otherwise under subsection (a) below, Independent Contractors (as defined in Section 1.35 of the BPD) of the Employer are excluded from participation in the Plan.

Deferral	Match	ER	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(a) Independent Contractors may participate in the Plan.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(b) Describe any special rules applicable to Independent Contractors: _____

[Note: Select under subsection (a) the types of contributions for which Independent Contractors are eligible. If the Employer elects to allow Independent Contractors to participate in the Plan, the term Employee as used in the Plan shall include the eligible Independent Contractors, as appropriate.]

**SECTION 4
MINIMUM AGE AND SERVICE REQUIREMENTS**

4-1 **ELIGIBILITY REQUIREMENTS – MINIMUM AGE AND SERVICE.** An Eligible Employee (as defined in AA §3-1) who satisfies the minimum age and service conditions under this AA §4-1 will be eligible to participate under the Plan as of such Eligible Employee's Entry Date (as defined in AA §4-2 below).

(a) **Service Requirement.** An Eligible Employee must complete the following minimum service requirements to participate in the Plan.

Deferral	Match	ER	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	(1) There is no minimum service requirement for participation in the Plan.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(2) One Year of Service (as defined in Section 2.03(a)(1) of the BPD and AA §4-3).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(3) The completion of at least ___ Hours of Service during the first ___ months of employment (or the first ___ days of employment) or the completion of a Year of Service (as defined in AA §4-3), if earlier.
		<input type="checkbox"/>	(i) An Employee who completes the required Hours of Service satisfies eligibility at the end of the designated period, regardless if the Employee actually works for the entire period.
		<input type="checkbox"/>	(ii) An Employee who completes the required Hours of Service must also be employed continuously during the designated period of employment. (See Section 2.03(a)(1) of the BPD for rules regarding the application of this subsection (ii).)

- | Deferral | Match | ER | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (4) The completion of ___ Hours of Service during an Eligibility Computation Period. [Note: If this (4) is chosen, an Employee satisfies the service requirement immediately upon completion of the designated Hours of Service.] |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (5) Full-time Employees are eligible to participate as set forth in subsection (i). Employees who are "part-time" Employees must complete a Year of Service (as defined in AA §4-3). For this purpose, a full-time Employee is any Employee not defined in subsection (ii).
(i) Full-time Employees must complete the following minimum service requirements to participate in the Plan:
<input type="checkbox"/> (A) There is no minimum service requirement for participation in the Plan.
<input type="checkbox"/> (B) The completion of at least ___ Hours of Service during the first ___ months of employment or the completion of a Year of Service (as defined in AA §4-3), if earlier.
<input type="checkbox"/> (C) Under the Elapsed Time method as defined in AA §4-3 below.
<input type="checkbox"/> (D) Describe: _____
(ii) Part-time Employees must complete a Year of Service (as defined in AA §4-3).
<input type="checkbox"/> (A) For this purpose, a part-time Employee is any Employee whose normal work schedule is less than:
<input type="checkbox"/> (I) ___ hours per week.
<input type="checkbox"/> (II) ___ hours per month.
<input type="checkbox"/> (III) ___ hours per year.
<input type="checkbox"/> (B) Describe part-time Employees for this purpose: _____
[Note: A part-time employee must be described as an individual who works less than a specified number of hours during a standard work week.] |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (6) Eligibility service will be determined under the Elapsed Time method as described in AA§4-3 below. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (7) Describe eligibility conditions: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Describe eligibility conditions: _____ |

(b) **Minimum Age Requirement.** An Eligible Employee (as defined in AA §3-1) must have attained the following age with respect to the contribution source(s) identified in this AA §4-1(b).

- | Deferral | Match | ER | |
|-------------------------------------|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | (1) There is no minimum age for Plan eligibility. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (2) Age 21. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (3) Age ___. |

(c) **Special eligibility rules.** The following special eligibility rules apply with respect to the Plan: _____

[Note: This subsection (c) may be used to apply the eligibility conditions selected under this AA §4-1 separately with respect to different Employee groups or different contribution formulas under the Plan.]

4-2 **ENTRY DATE.** An Eligible Employee who satisfies the minimum age and service requirements in AA §4-1 shall be eligible to participate in the Plan as of such Eligible Employee's Entry Date. For this purpose, the Entry Date is the following date with respect to the contribution source(s) identified under this AA §4-2. [Note: If any of (b) – (g) is completed for a contribution source, also complete one of (h) – (l) for the same contribution source.]

- | Deferral | Match | ER | |
|-------------------------------------|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | (a) Immediate. The date the minimum age and service requirements are satisfied. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (b) Semi-annual. The first day of the 1st and 7th month of the Plan Year. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (c) Quarterly. The first day of the 1st, 4th, 7th and 10th month of the Plan Year. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (d) Monthly. The first day of each calendar month. |

- | Deferral | Match | ER | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (e) Payroll period. The first day of the payroll period. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (f) The first day of the Plan Year. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (g) Describe Entry Date: |

An Eligible Employee's Entry Date (as defined above) is determined based on when the Employee satisfies the minimum age and service requirements in AA §4-1. For this purpose, an Employee's Entry Date is the Entry Date:

- | Deferral | Match | ER | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (h) next following satisfaction of the minimum age and service requirements. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (i) coinciding with or next following satisfaction of the minimum age and service requirements. |
| N/A | <input type="checkbox"/> | <input type="checkbox"/> | (j) nearest the satisfaction of the minimum age and service requirements. |
| N/A | <input type="checkbox"/> | <input type="checkbox"/> | (k) preceding the satisfaction of the minimum age and service requirements. |
| N/A | <input type="checkbox"/> | <input type="checkbox"/> | (l) coinciding with or preceding the satisfaction of the minimum age and service requirements. |

This section may be used to describe any special rules for determining Entry Dates under the Plan. For example, if different Entry Date provisions apply for the same contribution sources with respect to different groups of Employees, such different Entry Date provisions may be described below.

- | Deferral | Match | ER | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (m) Describe special rules for determining Entry Dates under the Plan: _____ |

4-3 DEFAULT ELIGIBILITY RULES. In applying the minimum age and service requirements under AA §4-1 above, the following default rules apply with respect to all contribution sources under the Plan:

- **Year of Service.** An Employee earns a Year of Service for eligibility purposes upon completing 1,000 Hours of Service during an Eligibility Computation Period. Hours of Service are calculated based on actual hours worked during the Eligibility Computation Period. (See Section 1.33 of the BPD for the definition of Hours of Service.)
- **Eligibility Computation Period.** If one Year of Service is required for eligibility, the Plan will determine subsequent Eligibility Computation Periods on the basis of Plan Years (see Section 2.03(a)(2)(i) of the BPD). If more than one Year of Service is required for eligibility, the Plan will determine subsequent Eligibility Computation Periods on the basis of Anniversary Years (see Section 2.03(a)(2)(ii) of the BPD).

To override the default eligibility rules, complete the applicable sections of this AA §4-3. If this AA §4-3 is not completed for a particular contribution source, the default eligibility rules apply.

- | Deferral | Match | ER | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (a) Year of Service. Instead of 1,000 Hours of Service, an Employee earns a Year of Service upon the completion of ____ Hours of Service during an Eligibility Computation Period. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (b) Eligibility Computation Period. The Plan will use Anniversary Years for all Eligibility Computation Periods. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (c) Elapsed Time method. [Note: Check the same contribution source as checked in AA §4-1(a) above.] Eligibility service will be determined under the Elapsed Time method. An Eligible Employee (as defined in AA §3-1) must complete a period of service, as designated below, to participate in the Plan. (See Section 2.03(a)(5) of the BPD.) |
| | | | <input type="checkbox"/> (1) For Deferral, must complete a ____ period of service |
| | | | <input type="checkbox"/> (2) For Match, must complete a ____ period of service |
| | | | <input type="checkbox"/> (3) For ER, must complete a ____ period of service |

Deferral	Match	ER	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(d) Equivalency Method. For purposes of determining an Employee's Hours of Service for eligibility, the Plan will use the Equivalency Method (as defined in Section 2.03(a)(4) of the BPD). The Equivalency Method will apply to:
			<input type="checkbox"/> (1) All Employees.
			<input type="checkbox"/> (2) Employees who are not paid on an hourly basis. For Employees for whom the Employer maintains hourly records, eligibility will be determined based on actual hours worked.
			If this (d) is checked, Hours of Service for eligibility will be determined under the following Equivalency Method.
			<input type="checkbox"/> (3) Monthly. 190 Hours of Service for each month worked.
			<input type="checkbox"/> (4) Weekly. 45 Hours of Service for each week worked.
			<input type="checkbox"/> (5) Daily. 10 Hours of Service for each day worked.
			<input type="checkbox"/> (6) Semi-monthly. 95 Hours of Service for each semi-monthly period worked.
			<input type="checkbox"/> (7) Hours worked. 870 hours worked treated as 1,000 Hours of Service and 435 hours worked treated as 500 Hours of Service.
			<input type="checkbox"/> (8) Regular time hours. 750 regular time hours treated as 1,000 Hours of Service and 375 regular time hours treated as 500 Hours of Service.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(e) Special eligibility provisions. The following special eligibility provisions apply: _____

4-4 **EFFECTIVE DATE OF MINIMUM AGE AND SERVICE REQUIREMENTS.** The minimum age and/or service requirements under AA §4-1 apply to all Employees under the Plan. An Employee will participate with respect to all contribution sources under the Plan as of such Employee's Entry Date, taking into account all service with the Employer, including service earned prior to the Effective Date.

To allow Employees employed on a specified date to enter the Plan without regard to the minimum age and/or service conditions, complete this AA §4-4.

Deferral	Match	ER	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(a) Automatic Eligibility. An Eligible Employee who is employed by the Employer on the following designated date will enter the Plan on the designated date without regard to minimum age and/or service conditions:
			<input type="checkbox"/> (1) the Effective Date of this Plan (as designated on the Employer Signature Page, as applicable)
			<input type="checkbox"/> (2) the date the Plan is executed by the Employer (as indicated on the Employer Signature Page)
			<input type="checkbox"/> (3) _____ [insert date]
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(b) Describe other effective date provisions: _____

4-5 **SERVICE WITH PREDECESSOR EMPLOYER.** Service with the following Predecessor Employers will be counted for purposes of determining eligibility, vesting and/or allocation conditions under this Plan.

(a) Identify Predecessor Employer(s):

The Plan will count service with the following Predecessor Employers:

Name of Predecessor Employer	Eligibility	Vesting	Allocation Conditions
<input type="checkbox"/> (1) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(b) The following special rules apply with respect to service with a Predecessor Employer: _____

**SECTION 5
COMPENSATION DEFINITIONS**

5-1 **TOTAL COMPENSATION.** Total Compensation is based on the definition set forth under this AA §5-1. See Section 1.61 of the BPD for a specific definition of the various types of Total Compensation.

- (a) W-2 Wages
- (b) Code §415 Compensation
- (c) "Simplified" Code §415 Compensation
- (d) Wages under Code §3401(a)

[For purposes of determining Total Compensation, each definition includes pre-tax contributions to a Code §125 cafeteria plan, Code §401(k), Code §403(b) or a Code §457 plan, and qualified transportation fringes under Code §132(f)(4).]

5-2 **POST-SEVERANCE COMPENSATION.**

(a) **Exclusion of post-severance compensation from Total Compensation.** Total Compensation (as defined in Section 1.61 of the BPD) includes post-severance compensation, to the extent provided in Section 1.61(b) of the BPD. For this purpose, severance pay is always excluded from the definition of Plan Compensation. Other post-severance compensation paid within 2½ months after severance from employment with the Employer or the end of the calendar year in which severance occurs is included in Plan Compensation, unless excluded under this subsection (a). See Section 1.61(b) of the BPD.

The following amounts paid after a Participant's severance from employment are excluded from Plan Compensation.

- (1) **Unused leave payments.** Payment for unused accrued bona fide sick, vacation, or other leave, but only if the Employee would have been able to use the leave if employment had continued.
- (2) **Deferred compensation.** Payments received by an Employee pursuant to a nonqualified unfunded deferred compensation plan, but only if the payment would have been paid to the Employee at the same time if the Employee had continued in employment and only to the extent that the payment is includible in the Employee's gross income.

(b) **Continuation payments for disabled Participants.** Unless designated otherwise under this subsection (b), Total Compensation does not include continuation payments for disabled Participants. To count Total Compensation paid after Severance from Employment on account of disability (as defined in Code §22(e)(3)), check the box below.

- Payments to disabled Participants.** Total Compensation shall include post-severance compensation paid to a Participant who is permanently and totally disabled, as defined in Code §22(e)(3).

5-3 **PLAN COMPENSATION.** Plan Compensation is **Total Compensation** (as defined in AA §5-1 above) with the following exclusions described below.

Deferral	Match	ER	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	(a) No exclusions.
N/A	<input type="checkbox"/>	<input type="checkbox"/>	(b) Salary Deferrals (as defined in Section 1.55 of the BPD), pre-tax contributions to a cafeteria plan or a Code §457 plan, and qualified transportation fringes under Code §132(f)(4) are excluded.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(c) All fringe benefits (cash and noncash), reimbursements or other expense allowances, moving expenses, deferred compensation, and welfare benefits are excluded.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(d) Compensation above \$___ is excluded.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(e) Amounts received as a bonus are excluded.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(f) Amounts received as commissions are excluded.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(g) Overtime payments are excluded.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(h) Shift differentials are excluded.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(i) Exclusions as described by the applicable Collective Bargaining Agreement.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(j) Amounts received for services performed for a non-signatory Related Employer are excluded.

Deferral Match ER

[Note: If this subsection is not elected, amounts received for services performed for a non-signatory Related Employer are INCLUDED in Plan Compensation.]

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (k) “Deemed §125 compensation” as defined under Total Compensation. (See Section 1.61(d) of the BPD.) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (l) Amounts received after Severance from Employment are excluded. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (m) Differential Pay (as defined in Section 1.61(e) of the BPD) is excluded. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (n) Describe adjustments to Plan Compensation: _____ |

5-4 PERIOD FOR DETERMINING COMPENSATION.

(a) **Compensation Period.** Plan Compensation will be determined on the basis of the following period(s) for the contribution sources identified in this AA §5-4. [Note: If a period other than Plan Year applies for any contribution source, any reference to the Plan Year as it refers to Plan Compensation for that contribution source will be deemed to be a reference to the period designated under this AA §5-4.]

Deferral Match ER

- | | | | |
|-------------------------------------|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | (1) The Plan Year. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (2) The calendar year ending in the Plan Year. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (3) The Employer's fiscal tax year ending in the Plan Year. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (4) The 12-month period ending on _____ which ends during the Plan Year. |

(b) **Compensation while a Participant.** Unless provided otherwise under this subsection (b), in determining Plan Compensation, only compensation paid while an individual is a Participant under the Plan with respect to a particular contribution source will be taken into account.

To count compensation for the entire Plan Year for a particular contribution source, including compensation paid while an individual is not a Participant with respect to such contribution source, check below. (See Section 1.45 of the BPD.)

Deferral Match ER

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All compensation paid during the Plan Year will be taken into account, including compensation earned while an individual is not a Participant. |
|--------------------------|--------------------------|--------------------------|--|

**SECTION 6
EMPLOYER CONTRIBUTIONS**

6-1 **EMPLOYER CONTRIBUTIONS.** Is the Employer authorized to make Employer Contributions under the Plan?

- Yes
 No [If No, skip to Section 6A.]

[Note: Any Employer Contribution made pursuant to this AA §6 will count towards the Code §457(e)(15) Maximum Contribution Limit. See Section 5.01 of the BPD.]

6-2 **EMPLOYER CONTRIBUTION FORMULA.** For the period designated in AA §6-4(a) below, the Employer will make the following Employer Contributions on behalf of Participants who satisfy the allocation conditions designated in AA §6-5 below. Any Employer Contribution authorized under this AA §6-2 will be allocated in accordance with the allocation formula selected under AA §6-3 and AA §6-4, as applicable.

- (a) **Discretionary contribution.** The Employer will determine in its sole discretion how much, if any, it will make as an Employer Contribution.
- (b) **Fixed contribution.**
- | | |
|------------------------------|---|
| <input type="checkbox"/> (1) | _____ % of each Participant's Plan Compensation. |
| <input type="checkbox"/> (2) | \$_____ for each Participant. |
| <input type="checkbox"/> (3) | The Employer Contribution will be determined in accordance with the personal service contract or employment contract applicable to the Participant. |
| <input type="checkbox"/> (4) | The Employer Contribution will be determined in accordance with any Collective Bargaining Agreement(s) addressing retirement benefits of Collectively Bargained Employees under the Plan. |

- (c) **Service-based contribution.** The Employer will make:
- (1) **Discretionary.** A discretionary contribution determined as a uniform percentage of Plan Compensation or a uniform dollar amount for each period of service designated below.
- (2) **Fixed percentage.** ___% of Plan Compensation paid for each period of service designated below.
- (3) **Fixed dollar.** \$___ for each period of service designated below.
- The service-based contribution selected under this (c) will be based on the following periods of service:
- (4) Each Hour of Service
- (5) Each week of employment
- (6) Describe period: _____
- The service-based contribution is subject to the following rules:
- (7) Describe any special provisions that apply to service-based contribution: _____
- (d) **FICA Replacement Contribution.** (See Section 3.08 of the BPD).
- (1) The Employee will make the 7.5% of Plan Compensation mandatory contribution.
- (2) The Employer will make the 7.5% of Plan Compensation mandatory contribution.
- (3) The Employee will make a mandatory contribution equal to ___% of Plan Compensation and the Employer will make a mandatory contribution equal to ___% of Plan Compensation.
- [Note: The combined Employer and Employee contribution must equal at least 7.5% of Plan Compensation.]
- (e) **Contributions of accrued sick, PTO and/or vacation leave.**
- (1) The Employer will make and allocate Employer Contributions of amounts of accrued unpaid sick leave as follows: _____
- (2) The Employer will make and allocate Employer Contributions of amounts of accrued unpaid PTO leave as follows: _____
- (3) The Employer will make and allocate Employer Contributions of amounts of accrued unpaid vacation leave as follows: _____
- (f) Describe Employer Contribution formula: _____

6-3 **ALLOCATION FORMULA.**

- (a) **Pro rata allocation.** The Employer Contribution under AA §6-2(a) will be allocated as:
- (1) a uniform percentage of Plan Compensation or
- (2) a uniform dollar amount
- (b) **Allocation under fixed Employer Contribution.** If a fixed Employer Contribution is selected in AA §6-2(b), the Employer Contribution will be allocated in accordance with the selections made in AA §6-2(b).
- (c) **Discretionary allocation.** The Employer Contribution under AA §6-2(a) will be allocated in the sole discretion of the Employer in a manner solely determined by the Employer.
- (d) **Service-based allocation.** The service-based Employer Contribution selected in AA §6-2(c) will be allocated in accordance with the selections made in AA §6-2(c).
- (e) **Describe other allocation method:** _____

6-4 **SPECIAL RULES.** No special rules apply with respect to Employer Contributions under the Plan, except to the extent designated under this AA §6-4.

- (a) **Period for determining Employer Contributions.** In determining the amount of the Employer Contributions to be allocated under this AA §6, the Employer Contribution will be based on Plan Compensation paid during the Plan Year, unless this (a) is selected and one of (1) – (4) is selected below.
- Alternatively, the Employer may elect to base the Employer Contributions on Plan Compensation paid during the following period:
- (1) Plan Year quarter (2) calendar month
- (3) payroll period (4) Other: _____

[Note: Although Employer Contributions are determined on the basis of Plan Compensation paid during the period designated under this subsection (a), this does not require the Employer to actually make contributions or allocate contributions on the basis of such period.]

- (b) **Limit on Employer Contributions.** The Employer Contribution elected in AA §6-2 may not exceed:
- (1) ___% of Plan Compensation
- (2) \$___
- (3) Describe: _____
- (c) **Offset of Employer Contribution.**
- (1) A Participant's allocation of Employer Contributions under AA §6-2 of this Plan is reduced by contributions under _____ [insert name of plan(s)].
- (2) In applying the offset under this subsection, the following rules apply: _____
- (d) **Special rules.** The following special provisions apply with respect to Employer Contributions: _____

6-5 **ALLOCATION CONDITIONS.** A Participant who has otherwise satisfied all conditions to receive an Employer Contribution, must satisfy any allocation conditions designated under this AA §6-5 to receive an allocation of Employer Contributions under the Plan. [Note: The Plan may not impose allocation conditions on FICA Replacement Contributions.]

- (a) **No allocation conditions** apply with respect to Employer Contributions under the Plan.
- (b) **Employment condition.** An Employee must be employed with the Employer on the last day of the Plan Year.
- (c) **Minimum service condition.** An Employee must be credited with at least:
- (1) ___ Hours of Service during the Plan Year.
- (2) ___ consecutive days of employment with the Employer during the Plan Year.
- (3) ___ consecutive months of employment with the Employer during the Plan Year.
- (d) **Application to a specified period.** The allocation conditions selected under this AA §6-5 apply on the basis of the Plan Year. Alternatively, if an employment or minimum service condition applies under this AA §6-5, the Employer may elect under this subsection to apply the allocation conditions on a periodic basis as set forth below. See Section 3.06(a) of the BPD for a description of the rules for applying the allocation conditions on a periodic basis.
- (1) **Period for applying allocation conditions.** Instead of the Plan Year, the allocation conditions set forth under subsection (2) below apply with respect to the following periods:
- (i) Plan Year quarter
- (ii) calendar month
- (iii) payroll period
- (iv) Other: _____
- (2) **Application to allocation conditions.** If this subsection (2) is checked to apply allocation conditions on the basis of specified periods, to the extent an employment or minimum service allocation condition applies under this AA §6-5, such allocation condition will apply based on the period selected under subsection (1) above, unless designated otherwise below:
- (i) Only the employment condition will be based on the period selected in subsection (1) above.
- (ii) Only the minimum service condition will be based on the period selected in subsection (1) above.
- (iii) Describe any special rules: _____
- (e) **Exceptions.**
- (1) The above allocation condition(s) will **not** apply if an Employee, during the Plan Year:
- (i) dies.
- (ii) has a Severance from Employment due to becoming Disabled.
- (iii) becomes Disabled.
- (iv) has a Severance from Employment after attaining Normal Retirement Age.
- If this box is checked, this waiver of allocation conditions applies only once during the Participant's employment with the Employer. Thus, if an Employee is rehired after such a waiver was applied to such Employee, the waiver of allocation conditions will not apply to a subsequent Severance from Employment.
- (v) has a Severance from Employment after attaining Early Retirement Age.
- If this box is checked, this waiver of allocation conditions applies only once during the Participant's employment with the Employer. Thus, if an Employee is rehired after such a waiver was applied to such Employee, the waiver of allocation conditions will not apply to a subsequent Severance from Employment.
- (vi) is on an authorized leave of absence from the Employer.

- (2) The exceptions selected under subsection (1) do not apply to:
- (i) an employment condition designated under this AA §6-5.
 - (ii) a minimum service condition designated under this AA §6-5.
 - (iii) a Discretionary Employer Contribution.
 - (iv) a Fixed Employer Contribution.
- (f) **Equivalency Method.** For purposes of determining an Employee's Hours of Service for allocation purposes, the Plan will use the Equivalency Method (as defined in Section 2.03(a)(4) of the BPD). The Equivalency Method will apply to:
- (1) All Employees.
 - (2) Only Employees for whom the Employer does not maintain hourly records. For all other Employees, actual hours worked will be used.
- (g) **Elapsed Time Method.** For purposes of determining an Employee's service for allocation purposes, the Plan will use the Elapsed Time Method.
- (h) **Describe any special rules governing the allocation conditions under the Plan:** _____
- 6-6 **OPTIONAL TREATMENT OF EMPLOYER CONTRIBUTIONS AS ROTH CONTRIBUTIONS.** Unless elected otherwise below, a Participant may not elect to treat a nonforfeitable Employer Contribution made on behalf of such Participant as a Roth contribution.
- (a) A Participant MAY elect to treat a nonforfeitable Employer Contribution made on behalf of such Participant as a Roth contribution. [*Note: The Employer and/or Plan Administrator will develop operational procedures to assist in administering this election.*]
 - (b) Describe any special rules relating to the optional treatment of nonforfeitable Employer Contributions as a Roth contribution: _____
- 6-7 **SPECIAL RULES APPLICABLE TO EMPLOYER CONTRIBUTIONS.** The following special rules apply to Employer Contributions: _____

SECTION 6A SALARY DEFERRALS
--

- 6A-1 **SALARY DEFERRALS.** Are Employees permitted to make Salary Deferrals under the Plan?
- Yes
 - No [*If "No" is checked, skip to Section 6B.*]
- 6A-2 **MAXIMUM LIMIT ON SALARY DEFERRALS.** Unless designated otherwise under this AA §6A-2, a Participant may defer any amount up to the Code §457(e)(15) Maximum Contribution Limit.
- (a) **Salary Deferral Limit.** A Participant may not defer an amount in excess of:
 - (1) _____ % of Plan Compensation.
 - (2) \$ _____.

[*Note: If both (1) and (2) are checked, the deferral limit is the lesser of the amounts selected.*]

Any limit described in subsection (1) or (2) above applies with respect to the following period:

 - (3) Plan Year.
 - (4) the portion of the Plan Year during which the individual is eligible to participate.
 - (5) each separate payroll period during which the individual is eligible to participate.
 - (b) **Limits on Salary Deferrals on bonus payments.** [*Note: This §6A-2(b) only may be selected if bonus payments are not excluded under AA §5-3.*]
 - (1) The same limits specified in (a)(1) and (a)(2) above apply to bonus and non-bonus Plan Compensation. Employees may defer any amounts out of bonus payments, subject to the Code §457(e)(15) Maximum Contribution Limit and any other limit on Salary Deferrals under this AA 6A-2. The Employer may impose special limits on bonus payments under the Salary Deferral Election or in separate administrative procedures.
 - (2) A Participant may defer up to _____% (*not to exceed 100%*) of any bonus payment (subject to the Code §457(e)(15) Maximum Contribution Limit) without regard to any other limits described under this AA §6A-2. The Employer may impose special limits on bonus payments under the Salary Reduction Agreement election or in separate administrative procedures.

- (3) Describe special rules applicable to deferrals on bonus payments: _____
- (c) **Deferral of sick, vacation, PTO and back pay.** Unless otherwise elected below, a Participant may elect to defer accrued sick pay, accrued vacation pay, accrued PTO pay, or back pay if: (1) such pay is otherwise included in Plan Compensation; (2) the Participant timely enters into a Salary Reduction Agreement with respect to such pay; and (3) the Participant is an Employee in the month of deferral.
- A Participant may NOT defer accrued sick pay, accrued vacation pay, accrued PTO or back pay.
- (d) **Describe any other limits that apply with respect to Salary Deferrals under the Plan:** _____

6A-3 **MINIMUM DEFERRAL RATE.** Unless designated otherwise under this AA §6A-3, no minimum deferral requirement applies under the Plan. Alternatively, a Participant must defer at least the following amount in order to make Salary Deferrals under the Plan.

- (a) ___% of Plan Compensation for a payroll period.
- (b) \$___ for a payroll period.
- (c) Describe. _____

6A-4 **CATCH-UP CONTRIBUTIONS.** Age 50 Catch-Up Contributions and Special 457 Catch-Up Contributions (as defined in Section 3.03(d) and (e) of the BPD) are permitted under the Plan, unless designated otherwise under this AA §6A-4.

- (a) Age 50 Catch-Up Contributions are not permitted under the Plan.
- (b) Special 457 Catch-Up Contributions are not permitted under the Plan.
- (c) Describe any special rules applicable to the Age 50 Catch-Up Contributions or Special 457 Catch-Up Contributions: _____

6A-5 **ROTH DEFERRALS.**

- (a) **Availability of Roth Deferrals.**
- (1) Roth Deferrals are permitted under the Plan.
- (2) Roth Deferrals are not permitted under the Plan.
- [Note: If Roth Deferrals are effective as of a date later than the Effective Date of the Plan, designate such special Effective Date in AA §6A-8 below.]*
- (b) **Distribution of Roth Deferrals.** Unless designated otherwise under this subsection, to the extent a Participant takes a distribution or withdrawal from such Participant's Salary Deferral Account(s), the Participant may designate the extent to which such distribution is taken from the Pre-Tax Deferral Account or from the Roth Deferral Account. If a Participant fails to designate the Account, the Plan Administrator may distribute amounts pursuant to a separate administrative policy.
- Alternatively, the Employer may designate the order of distributions for the distribution types listed below:
- (1) **Distributions and withdrawals.**
- (i) Any distribution will be taken on a pro rata basis from the Participant's Pre-Tax Deferral Account and Roth Deferral Account.
- (ii) Any distribution will be taken first from the Participant's Roth Deferral Account and then from the Participant's Pre-Tax Deferral Account.
- (iii) Any distribution will be taken first from the Participant's Pre-Tax Deferral Account and then from the Participant's Roth Deferral Account.
- (2) **Distribution of Excess Deferrals.**
- (i) Distribution of Excess Deferrals will be made from Roth and Pre-Tax Deferral Accounts in the same proportion that deferrals were allocated to such Accounts for the calendar year.
- (ii) Distribution of Excess Deferrals will be made first from the Roth Deferral Account and then from the Pre-Tax Deferral Account.
- (iii) Distribution of Excess Deferrals will be made first from the Pre-Tax Deferral Account and then from the Roth Deferral Account.
- (c) **In-Plan Roth Conversions.** Unless elected under this AA §6A-5(c), the Plan does not permit a Participant to make an In-Plan Roth Conversion under the Plan. To override this provision to allow Participants to make an In-Plan Roth Conversion, subsection (1) must be checked.
- (1) **Effective date.** Effective January 1, 2013 [not earlier than 1/1/2013], a Participant may elect to convert all or any portion of such Participant's non-Roth vested Account Balance to an In-Plan Roth Conversion Account.

[Note: The Plan must provide for Roth Deferrals under AA §6A-5(a) as of the effective date designated in this subsection (1). An election under this subsection (1) does not affect an In-Plan Roth Conversion that was allowed under prior Plan provisions.]

(2) **In-Service Distribution.**

- (i) For a Participant to convert such Participant's eligible contributions to Roth through an In-Plan Roth Conversion, the Participant need not be eligible to take a distribution from the Plan. [Note: If this subsection (i) is checked, a Participant may convert any or all of the eligible contribution sources to Roth Deferrals through an In-Plan Roth Conversion.]
- (ii) For a Participant to convert such Participant's eligible contributions to Roth through an In-Plan Roth Conversion, a Participant must be eligible for a distribution of any amounts converted to Roth Deferrals through an In-Plan Roth Conversion. Thus, only amounts that are eligible for distribution under AA §9 are eligible for In-Plan Roth Conversion.

(3) **Contribution sources.** An Employee may elect to make an In-Plan Roth Conversion from all available contribution sources under the Plan. To override this default provision and limit the contribution sources available for In-Plan Roth Conversion, select the applicable contribution sources below:

- (i) Pre-tax Salary Deferrals
- (ii) Employer Contributions
- (iii) Matching Contributions
- (iv) Rollover Contributions
- (v) Describe: _____

(4) **Limits applicable to In-Plan Roth Conversions.** No special limits apply with respect to In-Plan Roth Conversions, unless designated otherwise under this subsection (4).

- (i) Roth conversions may only be made from contribution sources that are fully vested (i.e., 100% vested).
- (ii) A Participant may not make an In-Plan Roth Conversion of less than \$____ (may not exceed \$1,000).
- (iii) A Participant may not make an In-Plan Roth Conversion of any outstanding loan amount.
[Note: If this subsection (iii) is not checked, a Participant may convert amounts that are attributable to an outstanding loan, to the extent the loan relates to a contribution source that is eligible for conversion under subsection (3) above.]
- (iv) Only Participants who are current Employees are allowed to make In-Plan Roth Conversions.
- (v) The ability to make In-Plan Roth Conversions is limited to the following events: _____
- (vi) Describe: _____

(5) **Amounts available to pay federal and state taxes generated from an In-Plan Roth Conversion.** No special provisions apply to allow Participants to withdraw funds to pay federal or state taxes generated from an In-Plan Roth Conversion, except as provided otherwise under this subsection (5).

- (i) **In-service distribution.** If the Plan does not otherwise permit an in-service distribution at the time of the In-Plan Roth Conversion and this subsection (i) is checked, a Participant may elect to take an in-service distribution solely to pay taxes generated from the In-Plan Roth Conversion to the extent such in-service distribution would otherwise be permitted under Section 8.03 of the BPD.

[Note: If this subsection (i) is checked, a Participant may take an in-service distribution only to the extent such distribution would otherwise be permitted under the provisions of Section 8.03 of the BPD.]

- (ii) **Participant loan.** Generally, a Participant may request a loan from the Plan to the extent permitted under Section 13 of the BPD and AA Appendix B. However, to the extent a Participant loan is not otherwise allowed and this subsection (ii) is selected, a Participant may receive a Participant loan solely to pay taxes generated from an In-Plan Roth Conversion.

[Note: If this subsection (ii) is selected and Participant loans are not otherwise authorized under the Plan, any Participant loan made pursuant to this subsection (ii) will be made in accordance with the default loan policy described in Section 13 of the BPD.]

(6) **Distribution from In-Plan Roth Conversion Account.** Distributions from the In-Plan Roth Conversion Account will be permitted in the same manner as permitted for Roth Deferrals, as set forth under AA §9-2, unless designated otherwise under this subsection (6).

- Describe distribution options: _____
- (d) Describe any special rules that apply to Roth Deferrals under the Plan: _____

6A-6 SALARY REDUCTION AGREEMENT ELECTIONS.

- (a) **Change or revocation of Salary Reduction Agreement election:** A Participant's election to change or resume a Salary Reduction Agreement election will be effective as set forth under the Salary Reduction Agreement or other written procedures adopted by the Plan Administrator. Unless the Salary Reduction Agreement or other written procedures adopted by the Plan Administrator provide otherwise, a Participant may revoke a Salary Reduction Agreement election (on a prospective basis) at any time.
- (b) **Salary deferral elections of rehired participants:** Unless designated otherwise below, a Participant's affirmative Salary Reduction Agreement to defer (or to not defer) will cease upon Severance from Employment and the Participant will need to make a new election upon rehire.

- Participant's affirmative election does not cease upon Severance from Employment.** If this subsection (b) is selected, a terminated Participant's affirmative Salary Reduction Agreement election to defer (or to not defer) **will not cease** upon Severance from Employment and the Participant's affirmative Salary Reduction Agreement election to defer (or to not defer) in effect at the time of Severance from Employment will apply upon rehire.

[Note: The Employer may modify the rules applicable to rehired Employees under the Salary Reduction Agreement or other administrative procedures.]

6A-7 **AUTOMATIC CONTRIBUTION ARRANGEMENT.** No automatic contribution provisions apply under Section 3.03(c) of the BPD, unless provided otherwise under this AA §6A-7. *[Note: Some States through anti-garnishment laws or otherwise may not allow Automatic Contribution Arrangements.]*

- (a) **Automatic deferral election.** Upon becoming eligible to make Salary Deferrals under the Plan (pursuant to AA §3 and AA §4), a Participant will be deemed to have entered into a Salary Deferral Election for each payroll period, unless the Participant completes a Salary Reduction Agreement election (subject to the limitations under AA §6A-2 and AA §6A-3) in accordance with procedures adopted by the Plan Administrator.

- (1) **Effective date of Automatic Contribution Arrangement.** The automatic deferral provisions under this AA §6A-7 are effective as of:

(i) The Effective Date of this Plan as set forth under the Employer Signature Page.

(ii) _____ *[insert date]*

(iii) As set forth under a prior Plan document.

[Note: If this subsection (iii) is checked, the automatic deferral provisions under this AA §6A-7 will apply as of the original Effective Date of the automatic contribution arrangement. Unless provided otherwise under this AA §6A-7, an Employee who is automatically enrolled under a prior Plan document will continue to be automatically enrolled under the current Plan document.]

- (2) **Automatic Contribution Arrangement.** Check this subsection (2) if the Plan is designated as an Automatic Contribution Arrangement, as described under Section 3.03(c) of the BPD. *[Note: Unless an election is made under this AA §6A-7 that is inconsistent with the requirements of an Eligible Automatic Contribution Arrangement (EACA), the Automatic Contribution Arrangement will qualify as an EACA, as described in Section 3.03(c) of the BPD.]*

(i) **Automatic Contribution Arrangement features determined under separate administrative procedures.** The Employer has described the features of its Automatic Contribution Arrangement in a separate administrative policy which is incorporated by reference into this Plan. To the extent that either (ii) or (iii) below is not completed, those features of the Automatic Contribution Arrangement will be determined by the terms of a separate administrative policy.

(ii) **Automatic deferral percentage.**

(A) _____% of Plan Compensation

(B) \$_____

(iii) **Automatic increase.** If elected under this subsection (iii), the automatic deferral amount will increase each Plan Year by the following amount. (See Section 3.03(c) of the BPD.)

(A) _____% of Plan Compensation

(B) \$_____

(C) Describe: _____

Any automatic increase elected under this subsection (iii) will not cause the automatic deferral amount to exceed:

(D) _____% of Plan Compensation

(E) \$_____

(F) Describe: _____

- (3) **Application of automatic deferral provisions.** The automatic deferral election under subsection (2) will apply to new Participants and existing Participants as set forth under this subsection (3).
- (i) **New Participants.** The automatic deferral provisions apply to all Participants who become eligible on or after the effective date.
- (ii) **Current Participants.** The automatic deferral provisions apply to all other eligible Participants as follows:
- (A) Automatic deferral provisions apply to all current Participants who have not entered into a Salary Deferral Election (including an election not to defer under the Plan).
- (B) Automatic deferral provisions apply to all current Participants who have not entered into a Salary Deferral Election that is at least equal to the automatic deferral amount under subsection (2)(ii). Current Participants who have made a Salary Deferral Election that is less than the automatic deferral amount or who have not made a Salary Deferral Election will automatically be increased to the automatic deferral amount unless the Participant enters into a new Salary Deferral election on or after the effective date of the automatic deferral provisions.
- (C) Automatic deferral provisions do not apply to current Participants. Only new Participants described in subsection (i) above are subject to the automatic deferral provisions.
- (D) Describe: _____
- (iii) **Treatment of automatic deferrals.** Any Salary Deferrals made pursuant to an automatic deferral election will be treated as Pre-Tax Salary Deferrals, unless designated otherwise under this subsection (iii).
- Any Salary Deferrals made pursuant to an automatic deferral election will be treated as Roth Deferrals. [*Note: This subsection (iii) may only be checked if Roth Deferrals are permitted under AA §6A-5.*]
- (iv) **Expiration of affirmative deferral elections.** Unless this subsection (iv) is elected, for purposes of the automatic deferral provisions of the Plan, a Participant's affirmative elective deferral election will not expire. If this subsection (iv) is elected, a Participant's affirmative deferral election will expire:
- (A) at the end of each Plan Year.
- (B) Describe date that the affirmative election will expire: _____
- If a Participant fails to complete a new affirmative deferral election subsequent to the prior election expiring, the Participant becomes subject to the automatic deferral percentage as specified in the Plan pursuant to the automatic contribution arrangement provisions. Each year, the Participant can always complete a new affirmative election and designate a new deferral percentage.
- [*Note: Any Salary Deferral Election (including an election not to defer under the Plan) made after the effective date of the automatic deferral provisions will override such automatic deferral provisions.*]
- (4) **Application of automatic increase.** Unless designated otherwise under this subsection (4), if an automatic increase is selected under subsection (2)(iii) above, the automatic increase will take effect as of the first day of the second Plan Year following the Plan Year in which the automatic deferral election first becomes effective with respect to a Participant. (See Section 3.03(c)(2)(iii) of the BPD.)
- (i) **First Plan Year.** Instead of applying as of the second Plan Year, the automatic increase described in subsection (2)(iii) takes effect as of the appropriate date (as designated under subsection (iii) below) within the first Plan Year following the date automatic contributions begin.
- (ii) **Designated Plan Year.** Instead of applying as of the second Plan Year, the automatic increase described in subsection (2)(iii) takes effect as of the appropriate date (as designated under subsection (iii) below) within the _____ Plan Year following the Plan Year in which the automatic deferral election first becomes effective with respect to a Participant.
- (iii) **Effective date.** The automatic increase described under subsection (2)(iii) is generally effective as of the first day of the Plan Year. If this subsection (iii) is checked, instead of becoming effective on the first day of the Plan Year, the automatic increase will be effective on:
- (A) The anniversary of the Participant's date of hire.
- (B) The anniversary of the Participant's first automatic deferral contribution.
- (C) The first day of each calendar year.
- (D) Other date: _____
- (iv) **Special rules:** _____

- (5) **Treatment of Employees who have a Severance from Employment and who are rehired.** Unless designated otherwise below, in applying the automatic deferral provisions under this AA §6A-7, including the automatic increase provisions, a rehired Participant is treated as a new Employee (regardless of the amount of time since the rehired Employee had a Severance from Employment).
- (i) **Rehired Employees not treated as new Employee.** In applying the automatic deferral provisions under this AA §6A-7, including the automatic increase provisions, a rehired Participant is not treated as a new Employee. Thus, for example, a rehired Participant's deferral percentage will be calculated based on the date the individual first began making automatic deferrals under the Plan.
- (ii) **Describe special rules applicable to rehired employees:** _____
- (b) **Permissible Withdrawals under Automatic Contribution Arrangement.**
- (1) **Permissible withdrawals allowed.** If the Plan satisfies the requirements for an EACA (as set forth in Section 3.03(c) of the BPD), a Participant who has Salary Deferrals contributed to the Plan pursuant to an automatic deferral election under this AA §6A-7 may elect to withdraw such contributions (and earnings attributable thereto) within 90 days after the date such Salary Deferrals would otherwise have been included in gross income, unless designated otherwise under subsection (3) below. Unless elected otherwise below, if a Participant does not make automatic deferrals to the Plan for an entire Plan Year (e.g., due to Severance from Employment), the Plan may allow such Participant to take a permissible withdrawal, but only with respect to default contributions made after the Participant's return to employment.
- The ability to take permissible withdrawals does not apply to rehired Participants, even if such Participants have not made automatic deferrals to the Plan for an entire Plan Year due to Severance from Employment.
- (2) **No permissible withdrawals.** Although the Plan contains an automatic deferral election that is designed to satisfy the requirements of an EACA, the permissible withdrawal provisions under this subsection (b) are not available.
- (3) **Time period for electing a permissible withdrawal.** Instead of a 90-day election period, a Participant must request a permissible withdrawal no later than _____ [may not be less than 30 or more than 90] days after the date the Plan Compensation from which such Salary Deferrals are withheld would otherwise have been included in gross income.
- (c) **Other automatic contribution provisions:** _____

6A-8 **SPECIAL DEFERRAL EFFECTIVE DATES.** Unless designated otherwise under this AA §6A-8, a Participant is eligible to make Salary Deferrals under the Plan as of the Effective Date of the Plan (as designated in the Employer Signature Page). However, in no case may a Participant begin making Salary Deferrals prior to the later of the date the Employee becomes a Participant, the date the Participant executes a Salary Reduction Agreement or the date the Plan is adopted or effective. (See Section 3.03(a) of the BPD.)

To designate a later Effective Date for Salary Deferrals or Roth Deferrals, complete this AA §6A-8.

- (a) **Salary Deferrals.** A Participant is eligible to make Salary Deferrals under the Plan as of:
- (1) the date the Plan is executed by the Employer (as indicated on the Employer Signature Page).
- (2) _____ (insert date).
- (b) **Roth Deferrals.** The Roth Deferral provisions under AA §6A-5 are effective as of _____. [Note: If Roth Deferrals are permitted under AA §6A-5 above, Roth Deferrals are effective as of the Effective Date applicable to Salary Deferrals under this AA §6A-8, unless a later date is designated under this subsection.]

SECTION 6B
MATCHING CONTRIBUTIONS

6B-1 **MATCHING CONTRIBUTIONS.** Is the Employer authorized to make Matching Contributions under the Plan?

- Yes
- No [Check this box if there are no Matching Contributions. If "No" is checked, skip to Section 7.]

[Note: Any Matching Contribution made pursuant to this AA §6B will count towards the Code §457(e)(15) Maximum Contribution Limit. See Section 5.01 of the BPD.]

6B-2 **MATCHING CONTRIBUTION FORMULA:** For the period designated in AA §6B-5 below, the Employer will make the following Matching Contribution on behalf of Participants who satisfy the allocation conditions under AA §6B-6 below.

- (a) **Discretionary match.** The Employer will determine in its sole discretion how much, if any, it will make as a Matching Contribution and how such Matching Contribution is allocated to Participants.

- (b) **Fixed match.** The Employer will make a Matching Contribution for each Participant equal to:
 - (1) ___% of Salary Deferrals made for each period designated in AA §6B-5 below.
 - (2) \$___ for each period designated in AA §6B-5 below.
 - (3) The Employer Contribution will be determined in accordance with the personal service contract or employment contract applicable to the Participant.
 - (4) The Employer Contribution will be determined in accordance with any Collective Bargaining Agreement(s) addressing retirement benefits of Collectively Bargained Employees under the Plan.
- (c) **Tiered match.** The Employer will/may make a Fixed/Discretionary Matching Contribution to all Participants based on the following tiers of Salary Deferrals.

- (1) **Tiers as percentage of Plan Compensation.**

Salary Deferrals	Fixed Match	Discretionary Match
------------------	-------------	---------------------

- (i) Up to ___% of Plan Compensation _____%
- (ii) From ___% up to ___% of Plan Compensation _____%
- (iii) From ___% up to ___% of Plan Compensation _____%
- (iv) From ___% up to ___% of Plan Compensation _____%

- (2) **Tiers as dollar amounts.**

Salary Deferrals	Fixed Match	Discretionary Match
------------------	-------------	---------------------

- (i) Up to \$___ _____%
- (ii) From \$___ up to \$___ _____%
- (iii) From \$___ up to \$___ _____%
- (iv) Above \$___ _____%

- (d) **Year of Service match.** The Employer will/may make a fixed %/Discretionary Matching Contribution as a uniform percentage of Salary Deferrals to all Participants based on Years of Service with the Employer.

Years of Service	Matching %	Discretionary Match
------------------	------------	---------------------

- (1) From ___ up to ___ Years of Service _____%
- (2) From ___ up to ___ Years of Service _____%
- (3) From ___ up to ___ Years of Service _____%
- (4) From ___ up to ___ Years of Service _____%
- (5) Years of Service equal to and above _____%

For this purpose, a Year of Service is each Plan Year during which an Employee completes at least 1,000 Hours of Service. Alternatively, a Year of Service is: _____

- (e) **Other Matching Contribution Formula:** _____

6B-3 CONTRIBUTIONS ELIGIBLE FOR MATCHING CONTRIBUTIONS (“ELIGIBLE CONTRIBUTIONS”). Unless designated otherwise under this AA §6B-3, all Salary Deferrals, including any Roth Deferrals, Age 50 Catch-Up Contributions and Special 457 Catch-Up Contributions, are eligible for the Matching Contributions designated under AA §6B-2.

- (a) **Matching Contributions.** Only the following contribution sources are eligible for a Matching Contribution under AA §6B-2:
 - (1) Pre-tax Salary Deferrals
 - (2) Roth Deferrals
 - (3) Age 50 Catch-Up Contributions
 - (4) Special 457 Catch-Up Contributions

- (b) **Application of Matching Contributions to elective deferrals made under another plan maintained by the Employer.** If this subsection is checked, the Matching Contributions described in AA §6B-2 will apply to elective deferrals made under another plan maintained by the Employer.
- (1) The Matching Contribution designated in AA §6B-2 above will apply to elective deferrals under the following plan maintained by the Employer: _____
- (2) The following special rules apply in determining the amount of Matching Contributions under this Plan with respect to elective deferrals under the plan described in subsection (1): _____
- [Note: This subsection may be used to describe special provisions applicable to Matching Contributions provided with respect to elective deferrals under another plan maintained by the Employer, including another Code §457(b) plan, a §401(a) qualified plan, or Code §403(b) plan.]*
- (c) **Special rules.** The following special rules apply for purposes of determining the Matching Contribution under this AA §6B-3: _____

6B-4 LIMITS ON MATCHING CONTRIBUTIONS. In applying the Matching Contribution formula(s) selected under AA §6B-2 above, the following limits apply.

- (a) **No limits apply.** All Salary Deferrals are eligible for Matching Contributions.
- (b) **Limit on Salary Deferrals.** The Matching Contribution formula(s) selected in AA §6B-2 above apply only to Salary Deferrals that do not exceed:
- (1) _____% of Plan Compensation.
- (2) \$_____.
- (3) A discretionary amount determined by the Employer.
- (c) **Limit on Matching Contributions.** The total Matching Contribution provided under the formula(s) selected in AA §6B-2 above will not exceed:
- (1) _____% of Plan Compensation.
- (2) \$_____.
- (d) **Special limits:** _____

6B-5 PERIOD FOR DETERMINING MATCHING CONTRIBUTIONS. The Matching Contribution formula(s) selected in AA §6B-2 above (including any limitations on such amounts under AA §6B-4) are based on Salary Deferrals for the Plan Year. To apply a different period for determining the Matching Contributions and limits under AA §6B-2 and AA §6B-4, check one of (a) – (d) below.

- (a) payroll period (b) Plan Year quarter
- (c) calendar month (d) Other: _____

[Note: Although Matching Contributions (and any limits on those Matching Contributions) will be determined on the basis of the period designated under this AA §6B-5, this does not require the Employer to actually make contributions or allocate contributions on the basis of such period. See Section 3.04(c) of the BPD for a discussion of the "true up" requirements applicable to Matching Contributions.]

6B-6 ALLOCATION CONDITIONS. A Participant who has otherwise satisfied all conditions to receive a Matching Contribution, must satisfy any allocation conditions designated under this AA §6B-6 to receive an allocation of Matching Contributions under the Plan.

- (a) **No allocation conditions** apply with respect to Matching Contributions under the Plan.
- (b) **Employment condition.** An Employee must be employed with the Employer on the last day of the Plan Year.
- (c) **Minimum service condition.** An Employee must be credited with at least:
- (1) _____ Hours of Service during the Plan Year.
- (2) _____ consecutive days of employment with the Employer during the Plan Year.
- (3) _____ consecutive months of employment with the Employer during the Plan Year.
- (d) **Application to a specified period.** The allocation conditions selected under this AA §6B-6 apply on the basis of the Plan Year. Alternatively, if an employment or minimum service condition applies under this AA §6B-6, the Employer may elect under this subsection to apply the allocation conditions on a periodic basis as set forth below. (See Section 3.06(a) of the BPD for a description of the rules for applying the allocation conditions on a periodic basis.)
- (1) **Period for applying allocation conditions.** Instead of the Plan Year, the allocation conditions set forth under subsection (2) below apply with respect to the following periods:
- (i) Plan Year quarter
- (ii) calendar month

- (iii) payroll period
- (iv) Other: _____
- (2) **Application to allocation conditions.** To the extent an employment or minimum service allocation condition applies under this AA §6B-6, such allocation condition will apply based on the period selected under subsection (1) above, unless designated otherwise below:
 - (i) Only the employment condition will be based on the period selected in subsection (1) above.
 - (ii) Only the minimum service condition will be based on the period selected in subsection (1) above.
 - (iii) Describe any special rules: _____
- (e) **Exceptions.**
 - (1) The above allocation condition(s) will **not** apply if the Employee, during the Plan Year:
 - (i) dies.
 - (ii) has a Severance from Employment due to becoming Disabled.
 - (iii) becomes Disabled.
 - (iv) has a Severance from Employment after attaining Normal Retirement Age.
 - If this box is checked, this waiver of allocation conditions applies only once during the Participant's employment with the Employer. Thus, if an Employee is rehired after such a waiver was applied to such Employee, the waiver of allocation conditions will not apply to a subsequent Severance from Employment.
 - (v) has a Severance from Employment after attaining Early Retirement Age.
 - If this box is checked, this waiver of allocation conditions applies only once during the Participant's employment with the Employer. Thus, if an Employee is rehired after such a waiver was applied to such Employee, the waiver of allocation conditions will not apply to a subsequent Severance from Employment.
 - (vi) is on an authorized leave of absence from the Employer.
 - (2) The exceptions selected under subsection (1) do not apply to:
 - (i) an employment condition designated under this AA §6B-6.
 - (ii) a minimum service condition designated under this AA §6B-6.
 - (iii) a Discretionary Matching Contribution.
 - (iv) a Fixed Matching Contribution.
 - (f) **Equivalency Method.** For purposes of determining an Employee's Hours of Service for allocation purposes, the Plan will use the Equivalency Method (as defined in Section 2.03(a)(4) of the BPD). The Equivalency Method will apply to:
 - (1) All Employees.
 - (2) Only Employees for whom the Employer does not maintain hourly records. For Employees for whom the Employer maintains hourly records, eligibility will be determined based on actual hours worked.
 - (g) **Elapsed Time Method.** For purposes of determining an Employee's service for allocation purposes, the Plan will use the Elapsed Time Method
 - (h) **Describe any special rules governing the allocation conditions under the Plan:** _____

6B-7 OPTIONAL TREATMENT OF MATCHING CONTRIBUTIONS AS ROTH CONTRIBUTIONS. Unless elected otherwise below, a Participant may not elect to treat a nonforfeitable Matching Contribution made on behalf of such Participant as a Roth Deferrals.

- (a) A Participant **MAY** elect to treat a nonforfeitable Matching Contribution made on behalf of such Participant as a Roth Deferral. *[Note: The Employer and/or Plan Administrator will develop operational procedures to assist in administering this election.]*
- (b) Describe special any special rules relating to the optional treatment of nonforfeitable Matching Contributions as a Roth Deferral: _____

6B-8 OPTIONAL TREATMENT OF QUALIFIED STUDENT LOAN PAYMENTS AS SALARY DEFERRALS FOR MATCHING CONTRIBUTIONS. Unless elected otherwise below, Qualified Student Loan Payments are not treated as Salary Deferrals for Matching Contribution purposes under the Plan.

- (a) Effective ____ (no earlier than the first day of the Plan Year beginning after December 31, 2023), the Employer elects to make Matching Contributions on account of Qualified Student Loan Payments, as provided under BPD Section 3.04(e). The Employer may develop procedures to assist in the administration of this election and/or may specify any special rules under subsection (b) below.

- (b) Describe any special rules applicable to the optional treatment of Qualified Student Loan Payments as Salary Deferrals for Matching Contribution purposes: _____

6B-9 **SPECIAL RULES APPLICABLE TO MATCHING CONTRIBUTIONS.** The following special rules apply to Matching Contributions: _____

**SECTION 7
RETIREMENT AGES**

7-1 **NORMAL RETIREMENT AGE.** For purposes of applying the Special 457 Catch-Up Contribution under AA §6A-4(b) (and vesting, allocation and other provisions of the Plan referring to Normal Retirement Age, if applicable), Normal Retirement Age under the Plan is:

- (a) Age ____ (not earlier than age 65 or later than age 70 ½).
- (b) The earlier of age ____ (not earlier than age 65 or later than age 70 ½) or the date immediate retirement benefits are authorized under a pension plan maintained by the Employer (as set forth under Section 5.04(b) of the BPD).
- (c) The Participant may designate a Normal Retirement Age that is on or after the earlier of age 65 or the date immediate retirement benefits are authorized under a pension plan maintained by the Employer (as set forth under Section 5.04(b) of the BPD) but not later than age 70½.
- (d) The Participant may designate a Normal Retirement Age that is on or after age ____ (not earlier than age 65) but not later than age ____ (not later than age 70½).
- (e) Describe Normal Retirement Age: _____

Normal Retirement Age for Qualified Police (elect if applicable):

- (f) Age ____ (not earlier than age 40 or later than age 70 ½).
- (g) The earlier of age ____ (not earlier than age 40 or later than age 70 ½) or the date immediate retirement benefits are authorized under a pension plan maintained by the Employer (as set forth under Section 5.04(c) of the BPD).
- (h) The Participant may designate a Normal Retirement Age that is on or after the earlier of age 40 or the date immediate retirement benefits are authorized under a pension plan maintained by the Employer (as set forth under Section 5.04(b) of the BPD) but not later than age 70½.
- (i) The Participant may designate a Normal Retirement Age that is on or after age 65 but not later than age 70½.
- (j) Describe Normal Retirement Age for Qualified Police: _____

Normal Retirement Age for Firefighters (elect if applicable):

- (k) Age ____ (not earlier than age 40 or later than age 70 ½).
- (l) The earlier of age ____ (not earlier than age 40 or later than age 70 ½) or the date immediate retirement benefits are authorized under a pension plan maintained by the Employer (as set forth under Section 5.04(c) of the BPD).
- (m) The Participant may designate a Normal Retirement Age that is on or after the earlier of age 40 or the date immediate retirement benefits are authorized under a pension plan maintained by the Employer (as set forth under Section 5.04(b) of the BPD) but not later than age 70½.
- (n) The Participant may designate a Normal Retirement Age that is on or after age 65 but not later than age 70½.
- (o) Describe Normal Retirement Age for Firefighters: _____

[Note: A Participant's Normal Retirement Age must be the same as such Participant's normal retirement age under any other 457(b) plans sponsored by the Employer. The designation of a Normal Retirement Age under the Plan does not compel retirement with the Employer.]

**SECTION 8
VESTING AND FORFEITURES**

8-1 **CONTRIBUTIONS SUBJECT TO VESTING.** Does the Plan provide for Employer Contributions under AA §6 or Matching Contributions under AA §6B that are subject to vesting?

- Yes
- No [If "No" is checked, skip to Section 9.]

[Note: The imposition of a vesting schedule creates a substantial risk of forfeiture with respect to the contributions subject to the vesting schedule. If a contribution is subject to a substantial risk of forfeiture, such contribution is not counted toward the Maximum Contribution Limit until the substantial risk of forfeiture lapses (i.e., the contributions are vested). Where an amount is subject to a substantial risk of forfeiture, gains or losses allocable to the amount deferred, through the date that the substantial risk of forfeiture lapses, are taken into account in determining the amount that is considered deferred in the year in which the substantial risk of forfeiture lapses.]

8-2 **VESTING SCHEDULE.** The vesting schedule under the Plan is as follows for both Employer Contributions and Matching Contributions, to the extent authorized under AA §6 and AA §6B. See Section 7.02(a) of the BPD for a description of the various vesting schedules under this AA §8-2. (Note: If the Employer imposes a vesting schedule, Employer Contributions and Matching Contributions, and attributable earnings, will count towards the Code §457(e)(15) Maximum Contribution Limit for the year in which the amounts become vested.)

ER	Match	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	(a) Full and immediate vesting.
<input type="checkbox"/>	<input type="checkbox"/>	(b) 3-year cliff vesting schedule
<input type="checkbox"/>	<input type="checkbox"/>	(c) 6-year graded vesting schedule
<input type="checkbox"/>	<input type="checkbox"/>	(d) Modified vesting schedule
		___% immediately on Plan participation
		___% after 1 Year of Service
		___% after 2 Years of Service
		___% after 3 Years of Service
		___% after 4 Years of Service
		___% after 5 Years of Service
		100% after 6 Years of Service
<input type="checkbox"/>	<input type="checkbox"/>	(e) Other: _____

8-3 **VESTING SERVICE.** In applying the vesting schedules under this AA §8, the following service with the Employer is excluded.

- (a) None, all service with the Employer counts for vesting purposes.
- (b) Service before the original Effective Date of this Plan is excluded. (See Section 7.06 of the BPD for rules regarding Predecessor Service.)
- (c) Service completed before the Employee's ___ birthday is excluded.

8-4 **FULL VESTING.** An Employee's vesting percentage increases to 100% if, while employed with the Employer, the Employee:

- (a) dies.
- (b) has a Severance from Employment due to becoming Disabled.
- (c) becomes Disabled.
- (d) attains Normal Retirement Age.
- (e) Other: _____
- (f) Not applicable. No increase in vesting applies.

8-5 **DEFAULT VESTING RULES.** In applying the vesting requirements under this AA §8, the following default rules apply.

- **Year of Service.** An Employee earns a Year of Service for vesting purposes upon completing 1,000 Hours of Service during a Vesting Computation Period. Hours of Service are calculated based on actual hours worked during the Vesting Computation Period.
- **Vesting Computation Period.** The Vesting Computation Period is the Plan Year.

To override the default vesting rules, complete the applicable sections of this AA §8-5. If this AA §8-5 is not completed, the default vesting rules apply.

- | ER | Match | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | (a) Year of Service. Instead of 1,000 Hours of Service, an Employee earns a Year of Service upon the completion of ___ [must be less than 1,000] Hours of Service during a Vesting Computation Period. |
| <input type="checkbox"/> | <input type="checkbox"/> | (b) Vesting Computation Period. Instead of the Plan Year, the Vesting Computation Period is: <ul style="list-style-type: none"> <input type="checkbox"/> (1) The 12-month period beginning with the anniversary of the Employee's date of hire. <input type="checkbox"/> (2) Describe: _____ [Note: Any Vesting Computation Period described in (2) must be a 12-consecutive month period and must apply uniformly to all Participants.] |
| <input type="checkbox"/> | <input type="checkbox"/> | (c) Elapsed Time Method. Vesting service will be determined under the Elapsed Time Method. (See Section 7.03(b) of the BPD.) |
| <input type="checkbox"/> | <input type="checkbox"/> | (d) Equivalency Method. For purposes of determining an Employee's Hours of Service for vesting, the Plan will use the Equivalency Method (as defined in Section 7.03(a)(2) of the BPD). The Equivalency Method will apply to: <ul style="list-style-type: none"> <input type="checkbox"/> (1) All Employees. <input type="checkbox"/> (2) Employees who are not paid on an hourly basis. For Employees paid on an hourly basis, vesting will be determined based on actual hours worked. If this (d) is checked, Hours of Service for vesting will be determined under the following Equivalency Method. <ul style="list-style-type: none"> <input type="checkbox"/> (3) Monthly. 190 Hours of Service for each month worked. <input type="checkbox"/> (4) Weekly. 45 Hours of Service for each week worked. <input type="checkbox"/> (5) Daily. 10 Hours of Service for each day worked. <input type="checkbox"/> (6) Semi-monthly. 95 Hours of Service for each semi-monthly period. <input type="checkbox"/> (7) Hours worked. 870 hours worked treated as 1,000 Hours of Service and 435 hours worked treated as 500 Hours of Service. <input type="checkbox"/> (8) Regular time hours. 750 regular time hours treated as 1,000 Hours of Service and 375 regular time hours treated as 500 Hours of Service. |

8-6 **ALLOCATION OF FORFEITURES.** The Employer may decide in its discretion how to treat forfeitures under the Plan. Alternatively, the Employer may designate under this AA §8-6 how forfeitures occurring during a Plan Year will be treated. [Note: No elections are required under this AA §8-6, if the Employer decides to use its discretion on how to treat forfeitures.]

Any forfeitures occurring during a Plan Year will be:

- | ER | Match | |
|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | (a) N/A. All contributions are 100% vested. [Do not complete the rest of this AA §8-6.] |
| <input type="checkbox"/> | <input type="checkbox"/> | (b) Reallocated as additional Employer Contributions or as additional Matching Contributions. |
| <input type="checkbox"/> | <input type="checkbox"/> | (c) Used to reduce Employer and/or Matching Contributions. |

For purposes of subsection (b) or (c), forfeitures will be applied:

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | (d) for the Plan Year in which the forfeiture occurs. |
| <input type="checkbox"/> | <input type="checkbox"/> | (e) for the Plan Year following the Plan Year in which the forfeitures occur. |

Prior to applying forfeitures under subsection (b) or (c):

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | (f) Forfeitures may be used to pay Plan expenses. (See Section 7.08(c) of the BPD.) |
| <input type="checkbox"/> | <input type="checkbox"/> | (g) Forfeitures may not be used to pay Plan expenses. |

In determining the amount of forfeitures to be reallocated under subsection (b), the same allocation conditions apply as for the source for which the forfeiture is being allocated under AA §6-5 or AA §6B-6, unless designated otherwise below.

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | (h) Forfeitures are not subject to any allocation conditions. |
|--------------------------|--------------------------|---|

ER Match

- (i) Forfeitures are subject to a last day of employment allocation condition.
- (j) Forfeitures are subject to a ____ Hours of Service minimum service requirement.

In determining the treatment of forfeitures under this AA §8-6, the following special rules apply:

- (k) Describe: _____

8-7 SPECIAL RULES REGARDING CASH-OUT DISTRIBUTIONS.

- (a) **Additional allocations.** If a Participant who has a Severance from Employment receives a complete distribution of such Participant's vested Account Balance while still entitled to an additional allocation, the forfeiture provisions do not apply until the Participant receives a distribution of the additional amounts to be allocated.
To modify the default forfeiture rules, complete this AA §8-7(a).
 The forfeiture provisions will apply if a Participant who has a Severance from Employment takes a complete distribution, regardless of any additional allocations during the Plan Year.
- (b) **Timing of forfeitures.** A Participant who receives an Involuntary Cash-Out Distribution (as described in AA §9-4(a)) is treated as having an immediate forfeiture of such Participant's nonvested Account Balance.
To modify the forfeiture timing rules to delay the occurrence of a forfeiture upon an Involuntary Cash-Out Distribution, complete this AA §8-7(b).
 A forfeiture will occur at the end of the ____ year following the Involuntary Cash-Out Distribution.

8-8 SPECIAL VESTING RULES.

ER Match

- Describe special vesting provisions: _____

**SECTION 9
DISTRIBUTION PROVISIONS**

9-1 AVAILABLE FORMS OF DISTRIBUTION.

Lump sum distribution. Unless selected otherwise under subsection (e) below, a Participant may take a distribution of such Participant's entire vested Account Balance in a single lump sum.

Additional distribution options. To provide for additional distribution options, check the applicable distribution forms under this AA §9-1. If a lump sum distribution will not be provided under the Plan, check (e) below and indicate that no lump sum distribution is available under the Plan.

- (a) **Partial lump sum.** A Participant may take a distribution of less than the entire vested Account Balance upon Severance from Employment.
 Minimum partial lump sum amount. A Participant may not take a partial lump sum distribution of less than \$____.
- (b) **Installment distributions.** A Participant may take a distribution over a specified period not to exceed the life or life expectancy of the Participant (and a designated beneficiary).
- (c) **Installment distribution for required minimum distributions.** A Participant may take an installment distribution solely to the extent necessary to satisfy the required minimum distribution rules under Section 9 of the BPD.
- (d) **Annuity distributions.** A Participant may elect to have the Plan Administrator use the Participant's vested Account Balance to purchase an annuity.
- (e) **Describe:** _____

[Note: Any additional distribution option described in (e) will apply uniformly to all Participants under the Plan and may not be subject to the discretion of the Employer or Plan Administrator.]

9-2 PERMISSIBLE DISTRIBUTION EVENTS.

- (a) **Distribution events.** A Participant may withdraw all or any portion of such Participant's vested Account Balance, to the extent designated, upon the occurrence of the event(s) selected under this AA §9-2.

Deferral Match ER

- (1) No in-service distributions are permitted.

Deferral	Match	ER	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	(2) The attainment of age <u>59 1/2</u> (no earlier than age 59½).
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	(3) The occurrence of an Unforeseeable Emergency, as described in Section 8.08 of the BPD. <input type="checkbox"/> Participants who receive a distribution on the occurrence of an Unforeseeable Emergency may not make Salary Deferrals to the Plan for a period of 6 months.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(4) A Qualified Birth or Adoption Distribution, as described in Section 8.14 of the BPD.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	(5) Upon a deemed Severance from Employment when an individual is on active duty for a period of at least 30 days while performing service in the Uniformed Services, as described under Section 15.05(c) of the BPD.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(6) An Emergency Personal Expense Distribution, as described in BPD Section 8.18.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(7) A Domestic Abuse Distribution, as described in BPD Section 8.19.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(8) A Qualified Disaster Recovery Distribution, as described in Section 8.17 of the BPD.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(9) A Qualified Long-Term Care Distribution, as described in Section 8.20 of the BPD. [Note: <i>Qualified Long-Term Care Distributions are not available under the Plan until after December 29, 2025.</i>]

(b) **Rollover Contributions.** Unless designated otherwise under this subsection (b), a Participant may withdraw amounts attributable to Rollover Contributions at any time. If this subsection (b) is selected, amounts attributable to Rollover Contributions may be distributed only upon the occurrence of the following event(s):

- (1) No in-service distributions are permitted.
- (2) The attainment of age _____.
- (3) The occurrence of an Unforeseeable Emergency, as described in Section 8.08 of the BPD.
- (4) The Participant qualifies for a Qualified Birth or Adoption Distribution, as described in Section 8.14 of the BPD.
- (5) Upon a deemed Severance from Employment when an individual is on active duty for a period of at least 30 days while performing service in the Uniformed Services, as described under Section 15.05(c) of the BPD.
- (6) Describe: _____

(c) **Distribution of Smaller Amounts.**

- (1) The Employer has discretion to make distribution of smaller amounts as described in Section 8.06 of the BPD.
- (2) The Participant may withdraw a distribution of smaller amounts as described in Section 8.06 of the BPD.
- (3) Special rules applicable to the distribution of smaller amounts: _____

(d) **Describe any special distribution rules applicable to a Participant's Transfer Account:** _____

9-3 SPECIAL RULES FOR IN-SERVICE DISTRIBUTIONS.

- (a) In-service distributions will only be permitted if the Participant is 100% vested in the amounts being withdrawn.
- (b) A Participant may take no more than _____ in-service distribution(s) in a Plan Year.
- (c) A Participant may not take an in-service distribution of less than \$_____.
- (d) A Participant may not take a distribution after Severance from Employment for the following in-service distributions elected under AA §9-2.
 - (1) Unforeseeable Emergency Distributions.
 - (2) Qualified Birth or Adoption Distributions.
 - (3) Emergency Personal Expense Distributions.
 - (4) Domestic Abuse Distributions.
 - (5) Qualified Long-Term Care Distributions.
- (e) Describe any special in-service distribution rules: _____

9-4 PARTICIPANT AND SPOUSAL CONSENT.

- (a) **Involuntary Cash-Out Distribution.** A Participant who has a Severance from Employment with a vested Account Balance of \$5,000 (or \$7,000, effective for distributions made after December 31, 2023) or less will receive an Involuntary Cash-Out Distribution in the form of a lump sum distribution, unless elected otherwise under this AA §9-4. If a Participant's vested Account Balance exceeds \$5,000 (or \$7,000, effective for distributions made after December 31, 2023), the Participant generally must consent to a distribution from the Plan, except to the extent provided otherwise under this AA §9-4.
- (1) **No Involuntary Cash-Out Distributions.** The Plan does not provide for Involuntary Cash-Out Distributions. A Participant who has a Severance from Employment must consent to any distribution from the Plan. (See Section 14.02(a) of the BPD for special rules upon Plan termination.)
- (2) **Involuntary Cash-Out Distribution threshold.** Instead of a vested Account Balance Involuntary Cash-Out Distribution threshold of \$5,000 (or \$7,000, effective for distributions made after December 31, 2023), a Participant who has a Severance from Employment will receive an Involuntary Cash-Out Distribution:
- (i) If the Participant's vested Account Balance is less than or equal to \$1,000.
- (ii) Regardless of the value of the Participant's vested Account Balance (i.e., a Participant who has a Severance from Employment always will receive an Involuntary Cash-Out Distribution and no Participant consent is required).
- (3) **Application of Automatic Rollover rules.**
- (i) The Automatic Rollover rules described in Section 8.09(f) of the BPD do not apply to any Involuntary Cash-Out Distribution below \$1,000, unless elected otherwise under this subsection (i). If this subsection (i) is checked, the Automatic Rollover provisions apply to all Involuntary Cash-Out Distributions (including those below \$1,000).
- (ii) The Automatic Rollover rules only apply to Involuntary Cash-Out Distributions of Participants who have not attained Normal Retirement Age or age 62, if later.
- (4) **Distribution upon attainment of stated age.** Participant consent will not be required with respect to distributions made upon attainment of Normal Retirement Age (or age 62, if later), regardless of the value of the Participant's vested Account Balance.
- (5) **Treatment of Rollover Contributions.** In determining whether a Participant's vested Account Balance exceeds the Involuntary Cash-Out threshold for purposes of applying the distribution rules under this AA §9-4 and the Automatic Rollover provisions under Section 8.09(f) of the BPD, Rollover Contributions will be:
- (i) excluded.
- (ii) included.
- (b) **Spousal consent.** Spousal consent is not required for a Participant to receive a distribution or name an alternate Beneficiary, unless designated otherwise under this subsection (b).
- (1) **Distribution consent.** A Participant's spouse must consent to any distribution or loan, provided the Participant's vested Account Balance exceeds \$_____.
- (2) **Consent to Beneficiary.** A Participant's spouse must consent to naming someone other than the spouse as Beneficiary under the Plan.
- (3) **Spousal consent rights determined under administrative policy.** The Employer will establish spousal consent rights for the Plan under a separate administrative policy.
- (c) **Describe any special rules relating to Participant or spousal consent:** _____

9-5 **TIMING OF DISTRIBUTIONS.** The Plan Administrator will make distributions to a Participant (or Beneficiary) as soon as administratively feasible after the occurrence of an event, such as Severance from Employment, that allows a Participant or Beneficiary to receive a distribution. The Plan may condition the receipt of a distribution on Participant and/or spousal consent, as specified under AA §9-4.

9-6 DETERMINATION OF BENEFICIARY.

- (a) **Default beneficiaries.** Under Section 8.05(c) of the BPD, to the extent a Beneficiary has not been named by the Participant (subject to the spousal consent rules) to receive all or any portion of the deceased Participant's death benefit, such amount shall be distributed to the Participant's surviving spouse (if the Participant was married at the time of death) who shall be considered the designated Beneficiary. If the Participant does not have a surviving spouse at the time of death, distribution will be made to the Participant's surviving children (including legally adopted children, but not including step-children), as designated Beneficiaries, in equal shares. If the Participant has no surviving children, distribution will be made to the Participant's estate.
- If this subsection (a) is checked, the default beneficiaries under Section 8.05(c) of the BPD are modified as follows:

- (1) The Plan adopts the default beneficiary rules under Section 8.05(c) of the BPD, except, if the Participant does not have a surviving spouse at the time of death, distribution will be made to the Participant's children (including legally adopted children, but not including step-children), as designated Beneficiaries, **per stirpes**.
- (2) The Plan adopts the default beneficiary rules under Section 8.05(c) of the BPD, except, if the Participant does not have a surviving spouse at the time of death, distribution will be made to the Participant's estate.
- (3) The Plan adopts the default beneficiary rules under Section 8.05(c) of the BPD, except, if the Participant does not have a surviving spouse at the time of death, distribution will be made in the following order of priority: (1) to the Participant's children (including legally adopted children, but not including step-children), as designated Beneficiaries, **per stirpes**; (2) if there are no children, then to the Participant's surviving parents; and (3) if there are no surviving parents, to the Participant's estate.
- (4) Describe other modifications to the default beneficiaries under Section 8.05(c) of the BPD: _____
[Note: The description of the modifications to the default beneficiaries must be sufficiently clear for the Plan Administrator to determine the beneficiaries and the method of distribution of the Participant's death benefit.]
- (b) **One-year marriage rule.** For purposes of determining whether an individual is considered the surviving spouse of the Participant, the determination is based on the marital status as of the date of the Participant's death, unless designated otherwise under this subsection (b).
- If this subsection (b) is checked, in order to be considered the surviving spouse, the Participant and surviving spouse must have been married for the entire one-year period ending on the date of the Participant's death. If the Participant and surviving spouse are not married for at least one year as of the date of the Participant's death, the spouse will not be treated as the surviving spouse for purposes of applying the distribution provisions of the Plan.
- (c) **Divorce of spouse.** Unless elected otherwise under this subsection (c), if a Participant designates such Participant's spouse as Beneficiary and subsequent to such Beneficiary designation, the Participant and spouse are divorced, the designation of the spouse as Beneficiary under the Plan is automatically rescinded as set forth under Section 8.05 of the BPD.
- If this subsection (c) is checked, a Beneficiary designation will not be rescinded upon divorce of the Participant and spouse.
- [Note: Section 8.05 of the BPD and this subsection (c) will be subject to the provisions of a Beneficiary designation entered into by the Participant. Thus, if a Beneficiary designation specifically overrides the election under this subsection (c), the provisions of the Beneficiary designation will control. See Section 8.05 of the BPD.]

9-7 QUALIFIED DISTRIBUTIONS FOR RETIRED PUBLIC SAFETY OFFICERS.

Unless otherwise elected below, a Participant who is an eligible retired public safety officer may elect, after Severance from Employment, to have qualified health insurance premiums deducted from amounts to be distributed from the Plan that would otherwise be includable in gross income, and to have such amounts paid directly to the insurer or group health plan. (See Section 8.13 of the BPD.)

- If this subsection is checked, a Participant who is an eligible retired public safety officer may **NOT** elect to have qualified health insurance premiums deducted from amounts to be distributed from the Plan.

9-8 REQUIRED MINIMUM DISTRIBUTIONS

- (a) **Required Beginning Date.** In applying the required minimum distribution rules under Section 9 of the BPD, the Required Beginning Date is the later of attainment of age 72 (age 70 ½ for Participants who attained age 70 ½ prior to January 1, 2020) or Severance from Employment. To override this default provision, check this subsection (a).
- The Required Beginning Date is the date the Employee attains age 72 (age 70 ½ for Participants who attained age 70 ½ prior to January 1, 2020), even if the Employee is still employed with the Employer.
- (b) **Temporary Waiver for 2020 - Default if Participant failed to elect.** For purposes of applying the required minimum distribution rules for the 2020 calendar year, effective January 1, 2020 (or such later date as designated below), a Participant (including an Alternate Payee or beneficiary of a deceased Participant) who was eligible to receive a required minimum distribution for the 2020 calendar year could elect whether to receive the 2020 RMD or 2020 Extended RMD (as defined in Section 9.05(a) of the BPD). If a Participant did not specifically elect to take the 2020 RMD or 2020 Extended RMD from the Plan, such distribution was not made for the 2020 calendar year. The Employer may modify this default rule below, provided such modification satisfies the requirements under Code §401(a)(9)(I) and any applicable IRS guidance. (The temporary waiver for 2020 does not apply to Plans that are established after 2020 and no elections are required for such Plans.)

- (1) **2020 RMDs and 2020 Extended RMDs were made.** 2020 RMDs and 2020 Extended RMDs were made to Participants who were otherwise required to receive a required minimum distribution for the 2020 calendar year, unless the Participant elected to not receive such distribution.
- (2) **2020 RMDs were not made, but 2020 Extended RMDs were made.** 2020 RMDs were not made for the 2020 calendar year, but 2020 Extended RMDs were made for the 2020 calendar year, unless the Participant elected otherwise.
- (3) **2020 RMDs were made, but 2020 Extended RMDs were not made.** 2020 RMDs were made for the 2020 calendar year, but 2020 Extended RMDs were not made for the 2020 calendar year, unless the Participant elected otherwise.
- (4) **Direct Rollovers.** Unless elected otherwise below, the Plan offered a Direct Rollover only for distributions that were Eligible Rollover Distributions in the absence of Code §401(a)(9)(I).
Instead of the default above, the following were treated as Eligible Rollover Distributions in 2020:
- (i) 2020 RMDs
- (ii) 2020 RMDs and 2020 Extended RMDs
- (iii) 2020 RMDs, but only if paid with an additional amount that is an Eligible Rollover Distribution without regard to Code §401(a)(9)(I)
- (iv) Describe: _____
- (5) **Describe other modifications of the default participant election rules:** _____
- (6) **Effective date.** Instead of January 1, 2020, the effective date of the amendment providing for a choice of whether a Participant or beneficiary could receive 2020 RMDs was effective: _____
- (7) **Describe any special rules, including any special effective dates, the Plan applied to RMDs for 2020:** _____

- (c) **Required minimum distribution elections or rules.** Unless the Employer elects otherwise under this AA §9-8(c), RMDs under the Plan when the Participant dies prior to the Required Beginning Date shall be made as follows: (1) if the Participant does not have a Designated Beneficiary, distributions must satisfy the 5-year rule under Code §401(a)(9)(B)(ii); (2) if the participant has a Designated Beneficiary that is not an Eligible Designated Beneficiary, distributions must satisfy the 10-year rule; or (3) if the Participant has an Eligible Designated Beneficiary, distributions must satisfy the life expectancy rule. To override this default provision, complete (1) and/or (2) below.
- (1) **Application of life expectancy and 10-year rules to Eligible Designated Beneficiaries.** Instead of the default, the Plan will apply the following rule:
- (i) The life expectancy rule applies to all Eligible Designated Beneficiaries.
- (ii) The 10-year rule applies to all Eligible Designated Beneficiaries.
- (iii) The entire interest of an Eligible Designated Beneficiary will be distributed by the end of the ____ calendar year [may not be greater than 9th] following the year the Participant dies.
- (iv) The Participant or Eligible Designated Beneficiary may elect to apply either the 10-year rule or the life expectancy rule to determine the required minimum distributions when the Participant dies before such Participant's Required Beginning Date. If no election is timely made:
- (A) the life expectancy rule applies to all Eligible Designated Beneficiaries.
- (B) the 10-year rule applies to all Eligible Designated Beneficiaries.
- (C) the 10-year rule, reduced to ____ years, applies to all Eligible Designated Beneficiaries.
- (v) Describe the manner (including effective date) in which the 10-year rule and life expectancy rule apply to Eligible Designated Beneficiaries: _____
- (2) **Special rules.** Describe any special rules that apply for purposes of the required minimum distribution rules under Code §401(a)(9): _____
- [Note: Any special rules for determining required minimum distributions for calendar years beginning on or after January 1, 2022 (or such later date as specified in applicable regulations or guidance) must comply with proposed Treas. Reg §§1.401(a)(9)-1 through 1.401(a)(9)-9 issued on February 24, 2022 (or subsequent applicable final regulations).]*

9-9 SPECIAL DISTRIBUTION RULES.

- Describe any additional distribution options or rules: _____

**SECTION 10
MISCELLANEOUS PROVISIONS**

10-1 **PLAN VALUATION.** The Plan is valued **annually**, as of the last day of the Plan Year. In addition, the Plan will be valued on the following dates:

- | Deferral | Match | ER | |
|-------------------------------------|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | (a) Daily. The Plan is valued at the end of each business day during which the New York Stock Exchange is open. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (b) Monthly. The Plan is valued at the end of each month of the Plan Year. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (c) Quarterly. The Plan is valued at the end of each Plan Year quarter. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (d) Describe: _____
[Note: The Employer may elect operationally to perform interim valuations.] |

10-2 **SPECIAL RULES FOR DETERMINING AMOUNT OF INCOME OR LOSS.** The following special rules apply in determining the amount of income or loss allocated to Participants' Accounts: _____

10-3 **MILITARY SERVICE PROVISIONS -- BENEFIT ACCRUALS.** The benefit accrual provisions under Section 15.05(b) of the BPD do not apply. To apply the benefit accrual provisions under Section 15.05(b) of the BPD, check the box below.

- (a) **Eligibility for Plan benefits.** Check this box if the Plan will provide the benefits described in Section 15.05(b) of the BPD. If this box is checked, an individual who dies or becomes disabled in qualified military service will be treated as reemployed for purposes of determining entitlement to benefits under the Plan.
- (b) **Describe special rules applicable to military service:** _____

10-4 **AUTOMATIC PORTABILITY TRANSACTIONS.** If elected below or as set forth in separate administrative procedures, the Employer may elect to accept amounts pursuant to an automatic portability transaction as described in Code §4975(f)(12) and BPD Section 4.03.

- (a) **Plan will accept automatic portability transactions.** Check this box if the Plan will accept amounts pursuant to an automatic portability transaction as described in Code §4975(f)(12) and BPD Section 4.03.
- (b) **Describe special rules applicable automatic portability transactions:** _____

10-5 **GOVERNING LAW.** Unless designated otherwise below, the provisions of this Plan shall be construed, administered, and enforced in accordance with the provisions of applicable Federal Law and, to the extent applicable, the laws of the state in which the Employer has its principal place of business.

- The provisions of the Plan shall be construed, administered, and enforced in accordance with the provisions of applicable Federal Law and, to the extent applicable, the laws of the state of _____.

10-6 **OTHER SPECIAL RULES APPLICABLE TO THIS PLAN.** The following special rules, including the applicability of any vendor agreements, apply to this Plan: _____

**APPENDIX A
SPECIAL EFFECTIVE DATES**

- A-1 **Eligible Employees.** The definition of Eligible Employee under AA §3 is effective as follows:

- A-2 **Minimum age and service conditions.** The minimum age and service conditions and Entry Date provisions specified in AA §4 are effective as follows:

- A-3 **Compensation definitions.** The compensation definitions under AA §5 are effective as follows:

- A-4 **Employer Contributions.** The Employer Contribution provisions under AA §6 are effective as follows:

- A-5 **Salary Deferrals.** The Salary Deferral provisions under AA §6A are effective as follows:

- A-6 **Matching Contributions.** The Matching Contribution provisions under AA §6B are effective as follows:

- A-7 **Retirement ages.** The retirement age provisions under AA §7 are effective as follows:

- A-8 **Vesting and forfeiture rules.** The rules regarding vesting and forfeitures under AA §8 are effective as follows:

- A-9 **Distribution provisions.** The distribution provisions under AA §9 are effective as follows:

- A-10 **Miscellaneous provisions.** The provisions under AA §10 are effective as follows:

- A-11 **Special effective date provisions for merged plans.** If any Code §457(b) plan has been merged into this Plan, the following provisions apply:

- A-12 **Other special effective dates:**

APPENDIX B
LOAN POLICY

Use this Appendix B to identify elections dealing with the administration of Participant loans. These elections may be changed without amending this Agreement by substituting an updated Appendix B with new elections.

B-1 Are PARTICIPANT LOANS permitted? (See Section 13 of the BPD.)

- (a) Yes
 (b) No

B-2 LOAN PROCEDURES.

- (a) Loans will be provided under the default loan procedures set forth in Section 13 of the BPD, unless modified under this Appendix B.
 (b) Loans will be provided under a separate written loan policy.
[Note: If this subsection (b) is checked, do not complete the rest of this Appendix B.]

B-3 AVAILABILITY OF LOANS. Participant loans are available to all Participants and Beneficiaries. Participant loans are not available to a former Employee or Beneficiary. To override this default provision, complete this AA §B-3.

- A former Employee or Beneficiary who has a vested Account Balance may request a loan from the Plan.

B-4 LOAN LIMITS. The default loan policy under Section 13.03 of the BPD allows Participants to take a loan provided all outstanding loans do not exceed 50% of the Participant's vested Account Balance. To override the default loan policy to allow loans up to \$10,000, even if greater than 50% of the Participant's vested Account Balance, check this AA §B-4.

- A Participant may take a loan equal to the greater of \$10,000 or 50% of the Participant's vested Account Balance.
[Note: If this AA §B-4 is checked, the Participant may be required to provide adequate security as required under Section 13.06 of the BPD.]

B-5 NUMBER OF LOANS. The default loan policy under Section 13.04 of the BPD restricts Participants to one loan outstanding at any time. To override the default loan policy and permit Participants to have more than one loan outstanding at any time, complete (a) or (b) below.

- (a) A Participant may have ___ loans outstanding at any time.
 (b) There are no restrictions on the number of loans a Participant may have outstanding at any time.

B-6 LOAN AMOUNT. The default loan policy under Section 13.04 of the BPD provides that a Participant may not receive a loan of less than \$1,000. To modify the minimum loan amount or to add a maximum loan amount, complete this AA §B-6.

- (a) There is no minimum loan amount.
 (b) The minimum loan amount is \$ _____.
 (c) The maximum loan amount is \$ _____.

B-7 INTEREST RATE. The default loan policy under Section 13.05 of the BPD provides for an interest rate commensurate with the interest rates charged by local commercial banks for similar loans. To override the default loan policy and provide a specific interest rate to be charged on Participant loans, complete this AA §B-7.

- (a) The prime interest rate
 plus ___ percentage point(s).
 (b) Describe: _____

[Note: Any interest rate described in this AA §B-7 must be reasonable and must apply uniformly to all Participants.]

B-8 PURPOSE OF LOAN. The default loan policy under Section 13.02 of the BPD provides that a Participant may receive a Participant loan for any purpose. To modify the default loan policy to restrict the availability of Participant loans, complete this AA §B-8.

- A Participant may only receive a Participant loan under the following circumstances: _____

B-9 **APPLICATION OF LOAN LIMITS.** If Participant loans are not available from all contribution sources, the limitations under Code §72(p) and the adequate security requirements of the Department of Labor regulations will be applied by taking into account the Participant's entire Account Balance. To override this provision, complete this AA §B-9.

- The loan limits and adequate security requirements will be applied by taking into account only those contribution Accounts which are available for Participant loans.

B-10 **CURE PERIOD.** The Plan provides that a Participant incurs a loan default if a Participant does not repay a missed payment by the end of the calendar quarter following the calendar quarter in which the missed payment was due. To override this default provision to apply a shorter cure period, complete this AA §B-10.

- The cure period for determining when a Participant loan is treated as in default will be _____ days (cannot exceed 90) following the end of the month in which the loan payment is missed.

B-11 **PERIODIC REPAYMENT – PRINCIPAL RESIDENCE.** If a Participant loan is for the purchase of a Participant's primary residence, the loan repayment period for the purchase of a principal residence may not exceed ten (10) years.

- (a) The Plan does not permit loan payments to exceed five (5) years, even for the purchase of a principal residence.
 (b) The loan repayment period for the purchase of a principal residence may not exceed _____ years (may not exceed 30).
 (c) Loans for the purchase of a Participant's primary residence may be payable over any reasonable period commensurate with the period permitted by commercial lenders for similar loans.

B-12 **SEVERANCE FROM EMPLOYMENT.** Section 13.10 of the BPD provides that a Participant loan becomes due and payable in full upon the Participant's Severance from Employment. To override this default provision, complete this AA §B-12.

- A Participant loan will not become due and payable in full upon the Participant's Severance from Employment.

B-13 **DIRECT ROLLOVER OF A LOAN NOTE.** Section 13.10(b) of the BPD provides that upon Severance from Employment a Participant may request the Direct Rollover of a loan note. To override this default provision, complete this AA §B-13.

- A Participant may **not** request the Direct Rollover of the loan note upon Severance from Employment.

B-14 **LOAN RENEGOTIATION.** The default loan policy provides that a Participant may renegotiate a loan, provided the renegotiated loan separately satisfies the reasonable interest rate requirement, the adequate security requirement, the periodic repayment requirement and the loan limitations under the Plan. The Employer may restrict the availability of renegotiations to prescribed purposes provided the ability to renegotiate a Participant loan is available on a non-discriminatory basis. To override the default loan policy and restrict the ability of a Participant to renegotiate a loan, complete this AA §B-14.

- (a) A Participant may **not** renegotiate the terms of a loan.
 (b) The following special provisions apply with respect to renegotiated loans: _____

B-15 **SOURCE OF LOAN.** Participant loans may be made from all available contribution sources, to the extent vested, unless designated otherwise under this AA §B-15.

- Participant loans will not be available from the following contribution sources: _____

B-16 **SPOUSAL CONSENT.** Spousal consent is not required for a Participant to receive a loan. To override this provision, complete this AA §B-16.

- Spousal consent is required to receive a Participant loan.

B-17 **MODIFICATIONS TO DEFAULT LOAN PROVISIONS.**

- The following special rules will apply with respect to Participant loans under the Plan: _____

[Note: Any provision under this AA §B-17 must satisfy the requirements under Code §72(p) and the regulations thereunder and will control over any inconsistent provisions of the Plan dealing with the administration of Participant loans.]

APPENDIX C ADMINISTRATIVE ELECTIONS
--

Use this Appendix C to identify certain elections dealing with the administration of the Plan. These elections may be changed without re-executing this Agreement by substituting an updated Appendix C with new elections.

C-1 DIRECTION OF INVESTMENTS. Are Participants permitted to direct investments?

- (a) No
 (b) Yes

Specify Accounts:

- (1) All Accounts
 (2) Pre-Tax Salary Deferral Account
 (3) Roth Deferral Account
 (4) Matching Contribution Account
 (5) Employer Contribution Account
 (6) Rollover Contributions Account
 (7) Transfer Account
 (8) Other: _____
- (c) Describe any special rules that apply for purposes of direction of investments: Transfer Between Plan Investment Options. Notwithstanding anything else contained herein, the Employer may elect to cease making deposits of some or all contributions to one or more investment options under the Plan and to direct the transfer of Plan funds accumulated in such investment option(s) as well as future contributions into one or more other investment options available within the Plan as selected by the Employer. Upon the Employer's election to transfer all such available amounts, the issuer or custodian of the Plan investment option(s) will value all participant Accounts on the date of transfer and transfer such Accounts, less any applicable contractually imposed surrender charges and restrictions on transfer, as directed by the Employer.

C-2 ROLLOVER CONTRIBUTIONS. Does the Plan accept Rollover Contributions?

- (a) No
 (b) Yes

- (1) If this subsection (1) is checked, an Employee may make a Rollover Contribution to the Plan prior to becoming a Participant in the Plan.
 (2) Check this subsection (2) if the Plan will accept Rollover Contributions from former Employees with an Account Balance under the Plan.
 (3) Describe any special rules for accepting Rollover Contributions: _____
[Note: The Employer may designate in this subsection (3), or in separate written procedures, the extent to which it will accept rollovers from designated plan types. For example, the Employer may decide not to accept rollovers from certain designated plans (e.g., 403(b) plans, §457 plans or IRAs). Any special rollover procedures will apply uniformly to all Participants under the Plan.]

C-3 QDRO PROCEDURES. Do the default QDRO procedures under Section 11.06 of the BPD apply?

- (a) No
 (b) Yes

EMPLOYER SIGNATURE PAGE

PURPOSE OF EXECUTION. This Signature Page is being executed to effect:

- (a) The adoption of a **new plan**, effective _____ [Date can be no earlier than the first day of the Plan Year in which the Plan is adopted].
- (b) The **restatement** of an existing plan, effective March 1, 2025 [Date can generally be no earlier than the first day of the Plan Year in which the Plan is adopted].
 - (1) Name of Plan(s) being restated: The 457 Plan of HBMWD
 - (2) The original effective date of the plan(s) being restated: November 10, 2005
- (c) An **amendment** of the Plan. If this Plan is being amended, the updated pages of the Adoption Agreement may be substituted for the original pages in the Adoption Agreement. All prior Employer Signature Pages should be retained as part of this Adoption Agreement.
 - (1) Effective Date(s) of amendment: ____ [Date can generally be no earlier than the first day of the Plan Year in which the Plan is adopted]
 - (2) Name of plan being amended: _____
 - (3) The original effective date of the plan(s) being amended: _____
 - (4) Identify the section(s) of the Adoption Agreement being amended: _____

Humboldt Bay Municipal Water District
(Name of Employer)

(Name of authorized representative) (Title)

(Signature) (Date)

Employers should consult with legal counsel to ensure that the Plan meets applicable federal, State and local law requirements.

The IRS does not maintain a pre-approved plan program or a determination letter program for Code §457(b) plans. Employers who want the Internal Revenue Service to review their Code §457(b) plan document or consider any other document form issue may request a private letter ruling. See Revenue Procedure 2023-1 (or annual successor Revenue Procedure) for details.

TRUST DECLARATION

Effective date of Trust Declaration: March 1, 2025

The Trustee's Investment Powers are:

- (a) **Discretionary.** A Trustee is a Discretionary Trustee to the extent the Trustee has exclusive authority and discretion with respect to the investment, management or control of Plan assets.
- (b) **Nondiscretionary.** A Trustee is a Directed Trustee with respect to the investment of Plan assets to the extent the Trustee is subject to the direction of the Plan Administrator or the Employer.
- (c) **No Trustee.** Plan is funded exclusively with custodial accounts, annuity contracts, and/or insurance contracts. (See Section 12.12 of the BPD.)
- (d) **Determined under a separate trust agreement.**

Name of Trustee: _____

Title of Trust Agreement: _____

Address: _____

Description of any special Trustee powers: _____

DRAFT

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

To: Board of Directors
From: Michiko M. Mares
Date: March 13, 2025
Subject: Water Resource Planning (WRP) – Status Report

.....

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

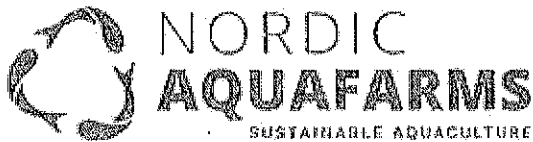
1) Top-Tier Water Use Options

a) Local Sales

- i) Nordic Aquafarms. Fish farm development in Belfast, Maine abandoned after long-fought legal challenges. See attached press release.
- ii) Trinidad Rancheria mainline extension. Meeting held on March 5 to review proposed mainline extension alternative route analysis.
- iii) Blue Lake Rancheria mainline extension. Consulting with Legal Counsel to determine customer type – retail (Ordinance 13) versus municipality (Ordinance 16)
- iv) Offshore Wind Heavy Lift Multipurpose Marine Terminal Project. Met with Harbor District staff and consultant and discussed status.

b) Transport – no update.

c) Instream Flow Dedication – awaiting response from Water Board staff regarding District data submission in January 2025.

**FOR IMMEDIATE RELEASE**

January 17, 2025

Nordic Aquafarms Inc Abandons Belfast Project Amid Legal Challenges

Today Nordic Aquafarms Inc announced they will no longer pursue their Belfast, Maine aquaculture project. This decision comes after long-fought legal challenges waged by opposition. The company exits after tens of millions of investment dollars and many years of planning and permitting in the State of Maine.

The company received all local, state, and federal permits necessary to build an on-land salmon farm on the 57-acre site in late 2020 and has been defending them and other legal challenges since.

The overwhelming consensus among experts and decision-makers was that the Nordic Aquafarms project aligns with both environmental and community goals. It is essential to recognize that meaningful environmental progress requires practical solutions. Land-based aquaculture is one such solution, offering a scalable, sustainable way to meet the growing demand for seafood without depleting and damaging our oceans.

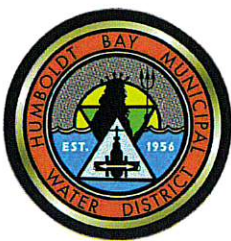
“This is a sad day for Maine’s economy and outlook for aquaculture or any significant investment in the State” says Brenda Chandler, US CEO for Nordic. “While a few may view this as a victory, we argue that this is a significant loss overall, not just for Nordic Aquafarms but for the community. The expanded tax base for the City of Belfast was significant; new jobs for the area was significant; and Maine’s leadership in aquaculture-born solutions also significant.”

“Activism has its place, but with oceans under increasing pressure, solutions like land-based aquaculture are not just innovative—they are essential.” continues Chandler. “By cultivating finfish in a controlled, environmentally responsible manner, land-based aquaculture addresses several critical challenges: a reduction of the overall CO2 footprint; minimizing water usage; reducing reliance on imported seafood; and protecting wild fish populations. We have emphasized these points before, and they are more important now than ever. At a time when global food security is a pressing issue, projects like this represent a small but impactful step toward a more sustainable future.”

“I cannot thank our supporters enough,” says Chandler. “We sincerely thank the hundreds of people who work tirelessly on this project at city, state, and federal levels; and we want to send special thanks to our supporters who advocated with reason and truth.”

###

For more information, contact Brenda Chandler, US CEO Nordic Aquafarms Inc at 207-505-5728



HUMBOLDT BAY MUNICIPAL WATER DISTRICT

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ASSISTANT GENERAL MANAGER

MICHIKO M. MARES

February 24, 2025

Vanessa Davis
 Department of Toxic Substances (DTSC)
 Via email: vanessa.davis@dtsc.ca.gov

RE: DTSC "Approval of the Soil and Groundwater Management Plan - Revision 4, Royal Gold, LLC, Arcata, CA (Site Code 202421)"

Dear Ms. Hughes,

We are writing to provide comments on the above referenced document dated January 2, 2025. The District previously provided comments concerning this issue dated June 20, 2022 (Attachment 1).

The Humboldt Bay Municipal Water District (HBMWD) supplies domestic water to seven municipal agencies on a wholesale basis, along with approximately 200 retail customers. The municipalities served by the District are: the Cities of Arcata, Blue Lake and Eureka. The Community Services Districts served include: Fieldbrook, Humboldt, Manila, and McKinleyville. Via our wholesale relationship, the District serves water to approximately 2/3 of the entire population of Humboldt County estimated at 92,000 people, including numerous businesses, industries, and educational institutions.

The District's diversion works and operational control center are located at Essex, just northeast of Arcata and one mile downstream from the Royal Gold site on the Mad River. The existing drinking water treatment facilities cannot remove PCP, TCP, or dioxin contaminants from our critical source water for domestic and industrial purposes.

Our 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."

The Royal Gold proposed development is located on an active contaminated site under the jurisdiction of the State of California Department of Toxics and Substances Control (DTSC). DTSC has issued and recorded a deed restriction concerning development of this property. The land use restriction states in part:

Ms. Davis, DTSC
February 24, 2025
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"D. The Department has determined that use restrictions must be imposed on the Property to ensure full protection of public health and safety and the environment.

E. Pursuant to California Civil Code section 1471, the Department has determined that this Covenant is reasonably necessary to protect present or future human health or safety or the environment because of the presence on the Property of hazardous materials within the meaning of California Health and Safety Code (HSC) Section 25260."

Furthermore, on April 22, 2008, DTSC issued an Imminent and Substantial Endangerment Determination, Docket No. I&SED 07/08-009 for this Site, because there has been a release or a threatened release of hazardous substances at the Site.

On December 28, 2018, DTSC rescinded its March 9, 1998 Remedial Action Certification and issued a decertification of the RAP, sighting: "...subsequent soil and groundwater investigations have revealed that soil and groundwater contamination at the Site is not under control and the implemented remedial actions are no longer protective of human health and the environment."

The District remains gravely concerned that the land use restriction is not being adequately enforced to assure full protection of public health, public safety, and the environment. The District is also concerned our District Mission to deliver high quality drinking water and to protect the Mad River watershed water quality is threatened by this lack of adequate land use restriction and uncontrolled contamination.

Please see our detailed comments below concerning DTSC's approval dated January 2, 2025 of the Soil and Groundwater Management Plan - Revision 4, prepared by Royal Gold, LLC.

Review Comments

1. The proposed calculation method for polychlorinated dioxins, dibenzofurans, and biphenyls is the 2005 World Health Organization (WHO) Toxic Equivalency Factors (TEFs) for calculating a single toxicity equivalent (TEQ) value for the various congeners of dioxins and furans.
 - a. We strongly recommend the use of the 2022 WHO TEFs to be consistent with US EPA calculation methods for dredge-related sampling in Humboldt Bay.
 - b. Reference the March 2024 [WHO press release](#) which explains the changes which are included in this special issue of the journal *Regulatory Toxicology and Pharmacology*: [The 2022 World Health Organization Reevaluation of Human and Mammalian Toxic Equivalency Factors for Polychlorinated Dioxins, Dibenzofurans and Biphenyls](#).
2. **Page 1, 3rd paragraph, 2nd sentence:**
 - a. The stated objective of the submitted Soil and Groundwater Management Plan ... "is to ensure that the proposed construction activities do not exacerbate any **unknown contamination** emanating from the former lumber mill site. Implementation of the SGMP is intended to identify the presence of contaminants before Royal Gold commences the proposed construction activities and prevent any significant impacts to onsite and nearby sensitive receptors, aquatic species, and water resources."
 - b. Common knowledge of past practice at industrial sites from this era included disposal of industrial byproducts, i.e. motor oil, fuel, antifreeze, cleaning agents, etc. These hazardous substances may not have been previously identified at the areas to be disturbed because "there is limited soil and groundwater data available for the northern, eastern, and some areas of the central portion of the Royal Gold soil operation" (page 6, 2nd paragraph, 1st sentence).

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February 24, 2025
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- c. Soil and groundwater testing should **NOT** be limited to hazardous substances previously identified at the Green Chain and Former Sawmill Areas. Testing should include all contaminants which are regulated drinking water contaminants under Title 22 of the California Code of Regulations and Title 40 of the Code of Federal Regulations which could potentially impact the nearby water resources, that have not been previously identified and sampled in areas to be disturbed as part of this proposed development.
 - d. In addition to the proposed hazardous substances identified to test, we request the regulated drinking water contaminants to be tested in water and soil samples taken which include inorganic chemicals, volatile organic chemicals, and synthetic organic chemicals included in the State Water Board's Regulated Drinking Water Contaminants to prevent any significant impacts to the nearby water resources (Attachment 2):
3. **Page 2, last paragraph:**
 - a. Define "qualified" personnel. What qualifications are required?
 4. **Page 2, Fueling Station paragraph:**
 - a. "The specific location of the fueling station has not been finalized..."
 - b. Comments provided in June 20, 2022 letter stated: "The exact location for the fueling station must be identified so that the SGMP can evaluate the potential impacts to existing site contamination related to the ground disturbance activities for digging footings and any other underground utilities or piping associated with the fueling station."
 - c. This previous comment has been ignored and unaddressed.
 5. **Page 2, last paragraph, last sentence:**

Recommend the "specific sampling plan" to be revised to include "specific sampling and analysis plan". To complete this work, a "stockpile management plan" should also be required in conjunction with the specific sampling and analysis plan.
 6. **Page 5, 1st and 2nd paragraphs:**
 - a. Grab samples in 2005 reported PCP concentrations up to 16,000 micrograms per liter and TCP concentrations up to 1,500 micrograms per liter.
 - b. Groundwater monitoring sample data from 2014 to 2019 reported the highest detection of PCP at 1,200 micrograms per liter at MW-1 in August 2019 and no reportable TCP.
 - c. It is concerning that the PCP/TCP concentrations in the groundwater have decreased significantly within a 14-year period without active removal. This decrease may be indicative of the contaminated groundwater plume migrating offsite and towards the nearby drinking water resource.
 - d. Provide narrative explaining why the PCP and TCP concentrations in the Cap Restricted Area have decreased through time.
 7. **Page 6, 3rd paragraph, 1st sentence:**
 - a. Test pits to be installed using a backhoe should require a stockpile management plan to prevent contamination between stockpiles.

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8. Page 8, Section 4.4:

- a. "The data from the pre-construction characterization soil and groundwater samples ... shall be submitted to DTSC for review."
- b. Comments provided in June 20, 2022 letter stated: "Soil and Groundwater Management Plan does not include provisions for submittal of data to DTSC or to the public for review. ... The IS/MND should be revised to include mitigation measure that will ensure data-sharing with DTSC and the public."

9. Page 8, Section 5.0:

- a. Recommend incorporating BMPs as included in the CASQA BMP Handbook for Contaminated Soil Management WM-7.
- b. For example:
 1. Avoid temporary stockpiling of contaminated soils or hazardous materials.
 2. Install a berm around stockpile to prevent runoff from leaving the area.
 3. Do not stockpile in or near water courses.
 4. Collect water from decontamination procedures and treat or dispose of it at an appropriate disposal site.
 5. Excavate, transport, and dispose of contaminated material and hazardous material in accordance with the rules and regulations of the following agencies:
 - a. USDOT, USEPA, CAL-EPA, CAL-OSHA, local agencies
 6. All necessary precautions and preventive measure should be taken to prevent the flow of water, including groundwater from mixing with hazardous substances. Preventative measures may include berms, cofferdams, etc.
 7. If water does enter an excavation and becomes contaminated, such water, when necessary to proceed with the work, should be discharged to clean, closed top, watertight transportable holding tanks, treated and disposed of in accordance with federal, state, and local laws.

10. Page 9, Section 5.2, 1st paragraph:

- a. The first sentence states "... the California Construction General Permit shall be developed for different phases of the project and submitted to the RWQCB. For phases of the project that are not proposed to disturb 1 acre or more, an erosion and sediment control plan (ECSP) shall be developed and submitted to the Humboldt County Building Department."
- b. A single California Construction General Permit is required if the **entire planned project disturbance is greater than 1-acre** per the California State Water Resources Control Board National Pollutant Discharge Elimination (NPDES) General Permit for Stormwater Discharges Associated with Construction and Land Disturbance Activities (General Permit), Order WQ 2022-0057-DWQ, NPDES No. CAS000002, Section IIA Scope of General Permit Coverage, Traditional Construction Activities Subject to this General Permit (Attachment 3):
 1. "This General Permit covers construction projects that include construction or land disturbance activities that result in a disturbance of one or more acres, or less than one acre but are part of a larger common plan of development or sale that totals one or more acres of land disturbance..."
- c. Comments provided in June 20, 2022 letter stated "because construction of the Project will entail the ground disturbance of more than 1-acre, the preparation of a SWPPP to comply with requirement of the California Construction General Permit is necessary. The California Construction General Permit SWPPP should be included in a revised IS/MND. The California Construction General Permit SWPPP prepared for inclusion in a revised IS/MND should

Ms. Davis, DTSC
February 24, 2025
Page 5 of 5

include specific BMPs to manage runoff that may contain dioxins among other contaminants and should include monitoring provisions that would include sampling stormwater runoff for dioxins.”

- d. This previous comment has been ignored and the current SGMP states the project will be phased and therefore the California Construction General Permit will not apply to all phases of the project which is a flawed approach which seems to conflict with California General Permit requirements.

11. Page 9, Section 5.2, 2nd and 2nd paragraph:

- a. Section states “Standard construction best management practice (BMPs) shall be implemented during project activities to control stormwater runoff and to manage fugitive dust and dispersion of material.”
- b. The BMPs listed do not include berms to control stormwater runoff. Suggest including berms as stated on page 10, 3rd paragraph, 1st sentence and page 11, 1st paragraph, 2nd sentence for consistency.

12. Table 3, page 10, Source column:

- a. References DTSC Health and Human Risk Assessment (HHRA) for regulatory screening levels; however, the DTSC HHRA has not been published on Envirostor for public review.
1. Provide the referenced DTSC HHRA document as part of this review.

13. Page 11, 1st and 2nd paragraphs:

- a. A Stockpile Management Plan should be developed to adequately describe the methods of segregating, stockpiling, labeling, controlling, etc.

14. Page 12, Section 6.3:

- a. Suggest providing clarity that a sampling and analysis plan is required if an inadvertent discovery of contaminated material is encountered. It is unclear what constituents will be sampled and analyzed. Recommend sampling constituents be the regulated drinking water contaminants under Title 22 of the California Code of Regulations and Title 40 of the Code of Federal Regulations which could potentially impact the nearby drinking water resources be sampled and analyzed.

Thank you for your attention in this very important matter which may affect human health and safety as well as the water quality of the Mad River.

Sincerely,

Michiko M. Mares

Michiko M. Mares
Assistant General Manager

cc: Jennifer Kalt, Cheryl Prowell

Attachments

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

February 2025

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

a. Actions during this calendar month (February).

- First Semi-Annual 2024 Groundwater Sampling Report. A summary of activities and results for the first semi-annual groundwater sampling event was submitted by SHN. DTSC is reviewing the report and anticipates approval in March 2025.
- Second Semi-Annual 2024 Groundwater Sampling Report. A summary of activities and results for the second semi-annual groundwater sampling event was submitted by SHN. DTSC submitted comments to SHN and is waiting for a revised report.
- November Stormwater Sampling Report. The November stormwater sampling report was submitted by SHN and is being reviewed by DTSC.
- Site Visit. DTSC met with SHN and the Responsible Party to perform a Site walkthrough on February 20, 2025.

b. Planned activities for the next month (March 2025) and beyond.

- Data Gap Investigation Report of Findings. Fieldwork was completed in August. SHN will submit a report documenting activities implemented in accordance with the data gap workplan.
- Virtual Quarterly Update Meeting. A virtual quarterly update meeting with DTSC, EPA, Humboldt Bay Municipal Water District, and Humboldt Waterkeeper will be held on April 29, 2025 at 1:00 PM. An agenda will be sent out closer to the meeting date.
- Health and Human Risk Assessment (HHRA). SHN has subcontracted Lynn Spence to work on the HHRA which will evaluate the human health risk associated with potential exposures to the Site's soil, stormwater, and groundwater under a residential scenario. SHN shall submit the draft HHRA report to DTSC for review and comment prior to completing the final version.

c. Funding Updates

- Funding in future years will come from the Site Remediation Account (SRA), which was the funding source before the Cleanup in Vulnerable Communities Initiative (CVCI).

d. Royal Gold.

- Soil and Groundwater Management Plan (SGMP). DTSC received a letter from the Humboldt Bay Municipal Water District regarding the SGMP. DTSC is currently working on a response to the comments and concerns raised in the letter.

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

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



Language Preference/Preferencia de Idioma

SELECT AN IMAGE TO REPORT A PROBLEM

Air

Water

Toxic Substances

Pesticides

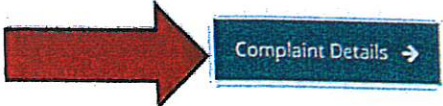
Solid Waste

Select this Topic:
Toxic Substances
to submit to
DTSC.

IS THIS AN EMERGENCY?

ARE YOU REPORTING WATER WASTE?

IS THIS REGARDING PROPOSITION 65?



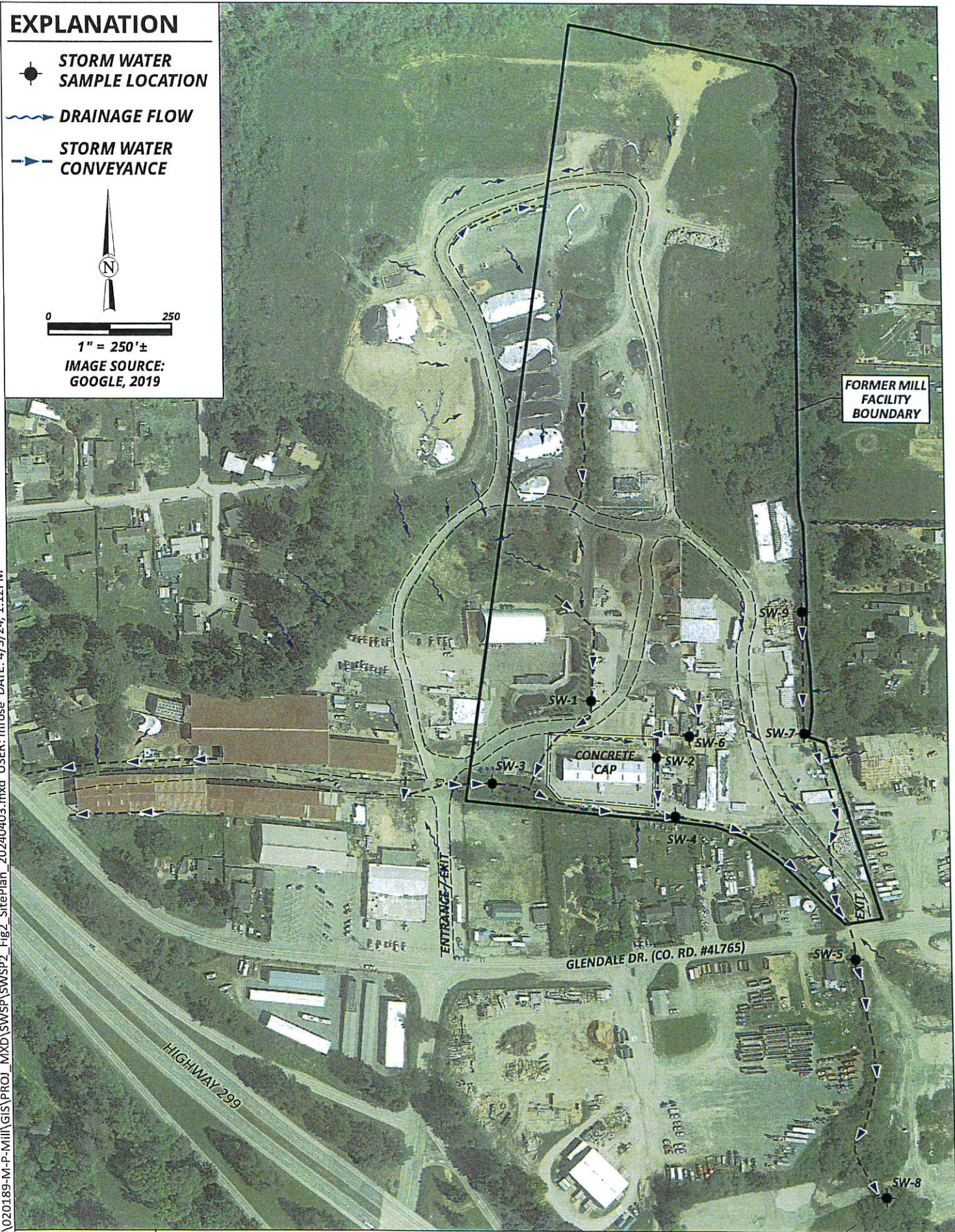
Click here to enter Complaint Details.

DTSC website for McNamara & Peepe Lumber Mill (12240115)

1619 Glendale Drive

Humboldt County

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



I:\Eureka\2021\020189-M-P-Mill\GIS\PROJ_MXD\SWSP\SWSP2_Fig2_SitePlan_20240403.mxd USER: mrose DATE: 4/3/24, 1:12PM



Former McNamara & Peepe Lumber Mill
 Storm Water Sampling Plan
 1619 Glendale Drive, Arcata, California

Site Plan with
 Storm Water Sample Locations
 April 2024 - 020189 050

Figure
2

Vanessa Davis, PG

**March 2024 Stormwater Sample Results, Former McNamara and Peepe Lumber Mill, 1619
Glendale Drive, Arcata, California; EnviroStor ID: 12240115**

May 23, 2024

Page 3

Temperature, pH, and turbidity were documented at each sample location using portable instrumentation. A stormwater sample was then collected from each sampling location using an extendable pole sampler or hand-held scoop. The water samples were collected in laboratory-supplied containers, labeled, immediately placed in an ice-filled cooler, and submitted to the laboratory for analyses under the appropriate chain-of-custody documentation.

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

3.0 Laboratory Analysis

Stormwater samples collected were analyzed for:

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

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

- PCP = 0.30 micrograms per liter (ug/L)
- 2,3,4,6-TCP = 1.0 ug/L

Dioxins were analyzed by McCampbell Analytical, Inc. (MAI), a state-certified analytical laboratory located in Pittsburg, California. The RL for 2,3,7,8-tetrachlorobenzene-p-dioxin (TCDD) ranged from 4.69 to 4.76 picograms per liter (pg/L). The method detection limit (MDL) for 2,3,7,8-TCDD analysis for stormwater samples analyzed was 1.22 pg/L to 1.24 pg/L.

4.0 Stormwater Sampling Results

Table 1 (on the next page) summarizes the March 11, 2024, stormwater analytical results for dioxins, PCP, and TCP.



Vanessa Davis, PG

March 2024 Stormwater Sample Results, Former McNamara and Peepe Lumber Mill, 1619 Glendale Drive, Arcata, California; EnviroStor ID: 12240115

May 23, 2024

Page 4

**Table 1. Stormwater Analytical Results, March 11, 2024
Former McNamara and Peepe Lumber Mill, Arcata, California**

Sample Location	2,3,7,8-TCDD ^a (pg/L) ^b	2005 WHO TEQ ^c (pg/L)	PCP ^d (ug/L) ^e	TCP ^d (ug/L)
SW-1	<4.76 ^f	0.0123 J ^g	<0.30	<1.0
SW-2	<4.72	0.358 J	<0.30	<1.0
SW-3	<4.69	0.135 J	<0.30	<1.0
SW-4	<4.76	1.45 J	<0.30	<1.0
SW-5	<4.69	2.37 J	<0.30	<1.0
SW-6	<4.74	2.08 J	<0.30	<1.0
SW-7	<4.72	3.31 J	<0.30	<1.0
SW-9	<4.72	0.120 J	<0.30	<1.0
MCL^h	30	NRⁱ	1.0	NR
PHGs^j	0.05	NR	0.3	NR

- 2,3,7,8-TCDD: 2,3,7,8-Tetrachlorodibenzodioxin was analyzed in general accordance with EPA Method 8290
- pg/L: picograms per liter
- 2005 WHO TEQ: 2005 World Health Organization's Toxic Equivalency Quotient, TEF calculations. TEQs are J-flagged as they are calculated from one or more result with a J-flag (Analyte concentration below calibration range).
- Pentachlorophenol (PCP) and 2,3,4,6-Tetrachlorophenol (TCP) were analyzed in general accordance with Canadian Pulp Report/National Council for Air and Stream Improvement, Inc. Method 86.07
- ug/L: micrograms per liter
- <: "less than" the stated laboratory reporting limit
- J: Result is less than the reporting limit but greater than the method detection limit. The reported concentration is an estimated value.
- MCL: maximum contaminant level, State Water Resources Control Board, August 16, 2023
- NR: no reference
- PHGs: California public health goals, Office of Environmental Health Hazard Assessment, August 16, 2023

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

5.0 Discussion of Results

PCP, TCP, and 2,3,7,8-TCDD were not identified above laboratory MDLs in any stormwater samples collected during the March 11, 2024, sampling event. Stormwater with the highest toxic equivalency quotient (TEQ) value came from SW-7, located along the eastern property boundary within the former planar chain footprint, with a value of 3.31 J. All TEQs are J-flagged as they are calculated from one or more result with a J-flag (analyte concentration is below the RL but greater than the MDL; the reported concentration is an estimate value).



From 5/23/24 Report

Historical Stormwater Sample Results

3

Table 3-1 Historical Storm Water Sample Results Former McNamara and Peepe Lumber Mill, Arcata, California					
Sample Location	Date	2,3,7,8-TCDD ^a (pg/L) ^b	2005 WHO TEQ ^c (pg/L)	PCP ^d (ug/L) ^e	TCP ^d (ug/L)
SW-1	2/18/21	<0.512 ^f	0.0736 J ^g	<0.30	<1.0
	12/15/21	<0.721	0.351 J	<0.30	<1.0
	4/14/22	<0.743	0.181 J	<0.30	<1.0
	12/08/22	<0.592	4.37 J	<0.30	<1.0
	2/27/23	<1.69	0.00	<0.30	<1.0
	12/07/23	<1.69	0.00	<0.30	<1.0
	3/11/24	<4.76	0.0123 J	<0.30	<1.0
SW-2	2/18/21	<0.609	7.79 J	<0.30	<1.0
	12/15/21	<0.508	2.70 J	<0.30	<1.0
	12/15/21 (F) ^h	<0.645	0.308 J	--	--
	4/14/22	5.18	96.1 J	<0.30	<1.0
	12/08/22	<0.604	2.58 J	<0.30	<1.0
	2/27/23	<1.70	1.73 J	<0.30	<1.0
	12/07/23	<1.69	0.643 J	<0.30	<1.0
3/11/24	<4.72	0.358 J	<0.30	<1.0	
SW-3	2/18/21	<0.530	4.44 J	0.099 J	<1.0
	12/15/21	<0.688	6.82 J	0.091 J	<1.0
	4/14/22	<0.745	0.179 J	<0.30	<1.0
	12/08/22	<0.733	4.47 J	<0.30	<1.0
	2/27/23	<1.70	0.262 J	<0.30	<1.0
	12/07/23	<1.69	0.0477 J	<0.30	<1.0
	3/11/24	<4.69	0.135 J	<0.30	<1.0
SW-4	2/18/21	<0.459	11.4 J	0.11 J	<1.0
	12/15/21	<0.731	5.87 J	<0.30	<1.0
	12/15/21 (F)	<0.715	0.945 J	--	--
	4/14/22	<0.817	0.233 J	<0.30	<1.0
	12/08/22	<0.715	3.30 J	<0.30	<1.0
	2/27/23	<1.69	0.255 J	<0.30	<1.0
	12/07/23	<1.69	0.945 J	<0.30	<1.0
3/11/24	<4.76	1.45 J	<0.30	<1.0	
SW-5	2/18/21	<0.762	8.04 J	0.14 J	<1.0
	12/15/21	<0.602	4.06 J	<0.30	<1.0
	12/15/21 (F)	<0.785	1.39 J	--	--
	4/14/22	<0.697	3.74 J	<0.30	<1.0
	12/08/22	1.55 J	19.1 J	<0.30	<1.0
	2/27/23	<1.69	0.483 J	<0.30	<1.0
SW-5, Cont'd	12/07/23	<1.70	1.67 J	<0.30	<1.0

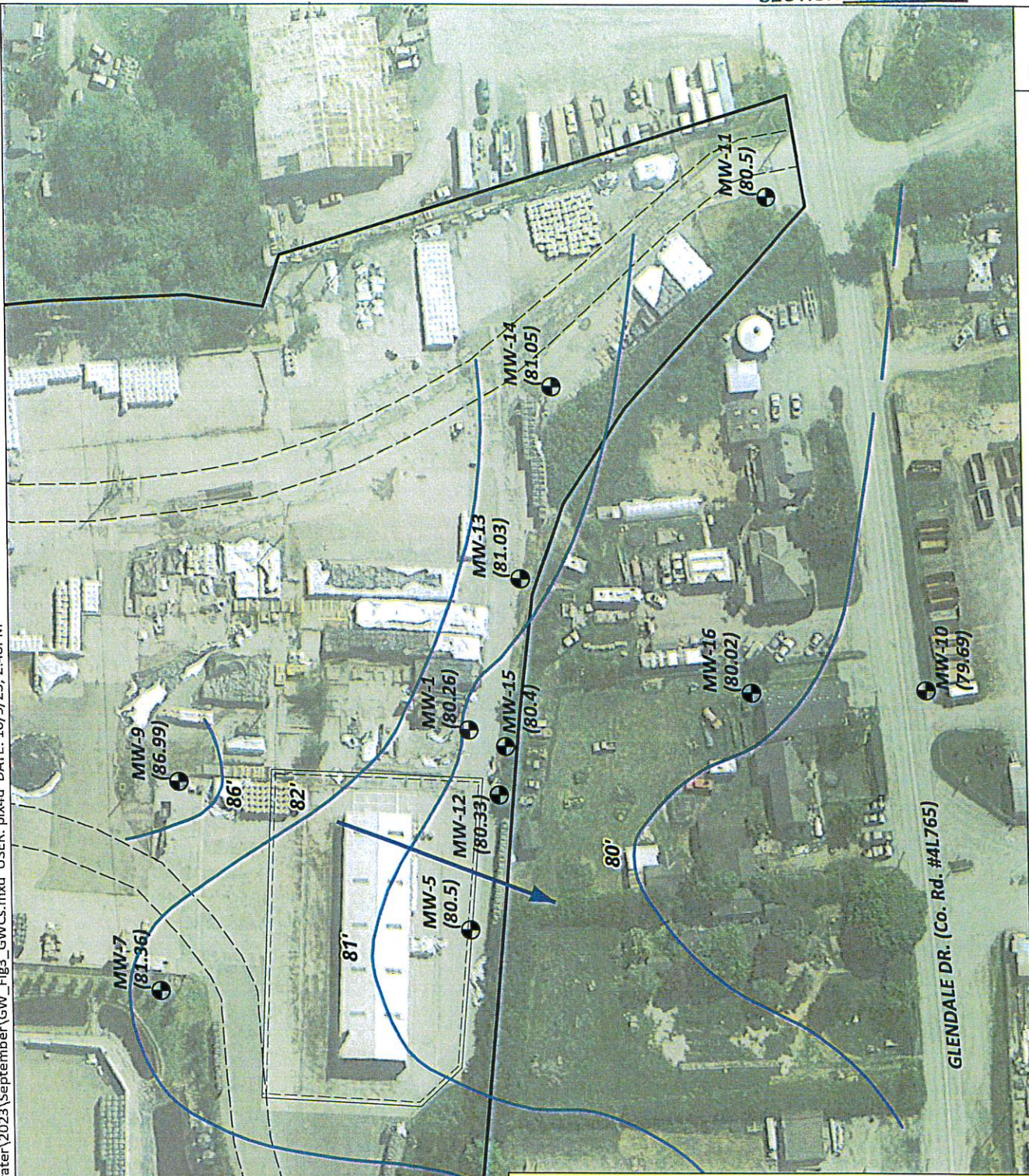


Table 3-1 Historical Storm Water Sample Results Former McNamara and Peepe Lumber Mill, Arcata, California					
Sample Location	Date	2,3,7,8-TCDD ^a (pg/L) ^b	2005 WHO TEQ ^c (pg/L)	PCP ^d (ug/L) ^e	TCP ^d (ug/L)
	3/11/24	<4.69	2.37 J	<0.30	<1.0
SW-6	12/15/21	5.12	63.9 J	<0.30	<1.0
	12/15/21 (F)	<0.713	0.0572 J	--	--
	4/14/22	4.95	121 J	0.48	<1.0
	12/08/22	<0.700	8.54 J	<0.30	<1.0
	2/27/23	<1.69	6.10 J	<0.30	<1.0
	12/07/23	<1.70	1.36 J	<0.30	<1.0
	3/11/24	<4.74	2.08 J	<0.30	<1.0
SW-7	12/15/21	<0.634	4.87 J	0.21 J	<1.0
	12/15/21 (F)	<0.728	0.970 J	--	--
	4/14/22	<0.771	0.317 J	0.15 J	<1.0
	12/08/22	2.59 J	36.8 J	0.12 J	<1.0
	2/27/23	<1.69	1.66 J	<0.30	<1.0
	12/07/23	<1.70	3.23 J	0.31	<1.0
	3/11/24	<4.72	3.31 J	<0.30	<1.0
SW-8 ⁱ	12/15/21	<0.797	3.80 J	<0.30	<1.0
	12/15/21 (F)	<0.733	2.38 J	--	--
	4/14/22	<0.715	1.35 J	<0.30	<1.0
SW-9	3/11/24	<4.72	0.120 J	<0.30	<1.0
MCL^j		30	NR^k	1.0	NR
PHGs^l		0.05	NR	0.3	NR

- a. 2,3,7,8-TCDD: 2,3,7,8-Tetrachlorodibenzodioxin was analyzed in general accordance with EPA Method 8290
- b. pg/L: picograms per liter
- c. 2005 WHO TEQ: 2005 World Health Organization's Toxic Equivalency Quotient, TEF calculations. TEQs are J-flagged as they are calculated from one or more result with a J-flag (Analyte concentration below calibration range).
- d. Pentachlorophenol (PCP) and 2,3,4,6-Tetrachlorophenol (TCP) were analyzed in general accordance with Canadian Pulp Report/National Council for Air and Stream Improvement, Inc. Method 86.07
- e. ug/L: micrograms per liter
- f. <: "less than" the stated laboratory reporting limit
- g. J: Result is less than the reporting limit but greater than the method detection limit. The reported concentration is an estimated value.
- h. (F): Field filtration prior to sample collection using a new 0.45-micron filter
- i. Permission to access stormwater sample location SW-8 is no longer granted, therefore samples have not been collected as of April 2022.
- j. MCL: maximum contaminant level, State Water Resources Control Board, August 16, 2023
- k. NR: no reference
- l. PHGs: California public health goals, Office of Environmental Health Hazard Assessment, August 16, 2023



Eureka\2020\020189-M-P-Mill\GIS\PROJ_MXD\Groundwater\2023\September\GW_Fig3_GWCS.mxd USER: plx4d DATE: 10/9/23, 2:48PM



EXPLANATION

- MONITORING WELL
- GROUNDWATER ELEVATION CONTOUR
- CONCRETE CAP AREA
- FORMER MILL BOUNDARY
- APPROXIMATE DIRECTION OF GROUNDWATER FLOW

0 100
1" = 100' ±

PHOTO SOURCE: GOOGLE, 2019






Groundwater Elevation Contours
August 22, 2023
October 2023 - 020189.030


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




Figure 3

EXPLANATION

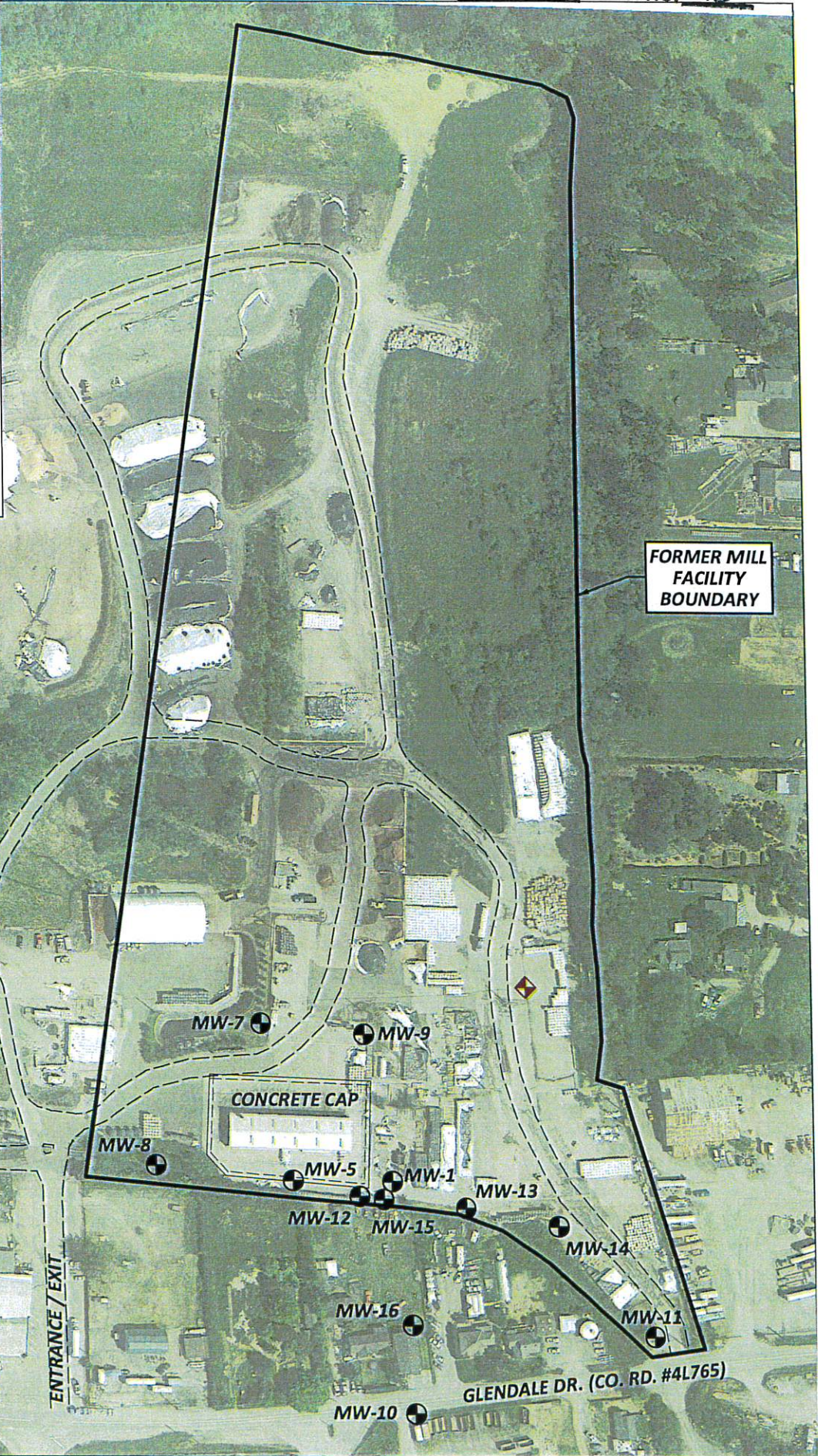
-  PRODUCTION WELL
-  MONITORING WELL
-  FIRE ACCESS ROAD
-  CONCRETE CAP AREA
-  FORMER MILL BOUNDARY





1" = 200'±

PHOTO SOURCE:
GE, 2019



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

Site Plan Figure

2

October 2023 - 020189.030

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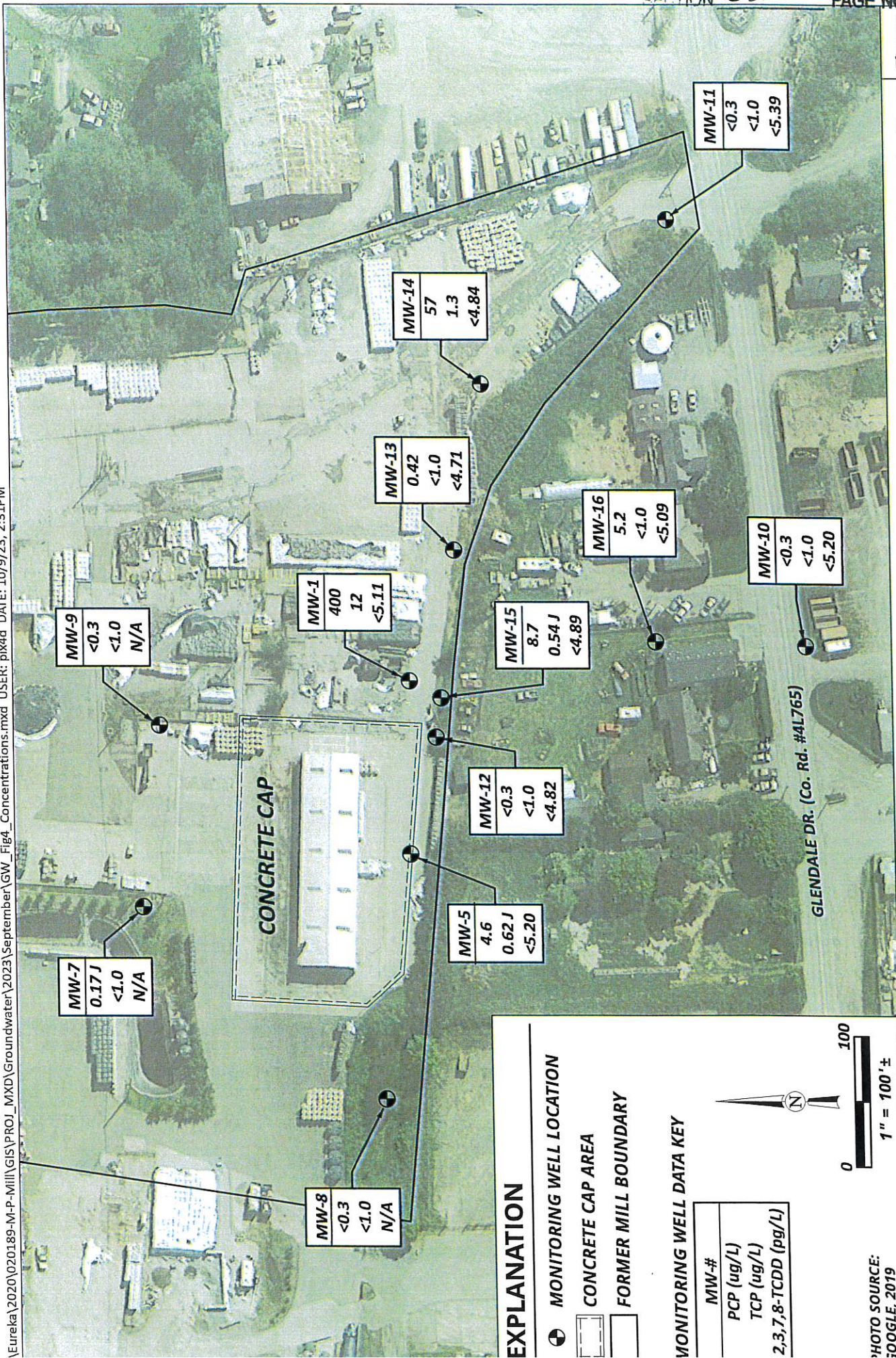


Figure 4

Select Groundwater Concentrations
August 22, 2023
020189.030

MW-9
<0.3
<1.0
N/A

MW-7
0.17 J
<1.0
N/A

MW-1
400
12
<5.11

MW-8
<0.3
<1.0
N/A

MW-13
0.42
<1.0
<4.71

MW-5
4.6
0.62 J
<5.20

MW-14
57
1.3
<4.84

MW-12
<0.3
<1.0
<4.82

MW-15
8.7
0.54 J
<4.89

MW-16
5.2
<1.0
<5.09

MW-11
<0.3
<1.0
<5.39

MW-10
<0.3
<1.0
<5.20

EXPLANATION

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

MONITORING WELL DATA KEY

MW-#
PCP (ug/L)
TCP (ug/L)
2,3,7,8-TCDD (pg/L)

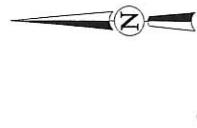


PHOTO SOURCE: GOOGLE, 2019

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



**Table 2. Groundwater Analytical Results, August 22-23, 2023
Former McNamara and Peepe Lumber Mill, Arcata, California**

Sample Location	2,3,7,8-TCDD ^a (pg/L) ^b	2005 WHO TEQ ^c (pg/L)	PCP ^d (µg/L) ^e	TCP ^d (µg/L)
MW-1	<5.11 ^f	48.3 J ^g	400^h	12
MW-5	<5.20	0	4.6	0.62 J
MW-7	NA ⁱ	NA	0.17 J	<1.0
MW-8	NA	NA	<0.3	<1.0
MW-9	NA	NA	<0.3	<1.0
MW-10	<5.20	0	<0.3	<1.0
MW-11	<5.39	0.0300 J	<0.3	<1.0
MW-12	<4.82	0.0408 J	<0.3	<1.0
MW-13	<4.71	0.0146 J	0.42	<1.0
MW-14	<4.84	0.0399 J	57	1.3
MW-15	<4.89	0.0257 J	8.7	0.54 J
MW-16	<5.09	0.0175 J	5.2	<1.0
Dup (MW-10)	<4.84	0	NA	NA
MCL ^j	30	NR ^k	1.0	NR
PHGs ^l	0.05	NR	0.3	NR

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

^b pg/L: picograms per liter

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

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

^e µg/L: micrograms per liter

^f <: "less than" the stated reporting limit

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

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

ⁱ NA: not analyzed

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

^k NR: no reference

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

Appendix 3 includes the complete analytical test results, chain-of-custody documentation, and laboratory quality control data.

4.3 Field Measured Parameters

Measurements for groundwater field parameters collected from site wells during the August 2023 sampling event are included in Table 3.



**Table 3. Field Measured Parameters, August 22-23, 2023
Former McNamara and Peepe Lumber Mill, Arcata, California**

Sample Location	DCO ₂ ^a (mg/L) ^b	DO ^a (mg/L)	ORP ^a (mV) ^c	EC ^a (umhos/cm) ^d	pH ^a (standard units)	Turbidity ^a (NTU) ^e
MW-1	170	0.27	31	372.3	5.79	4.07
MW-5	195	0.26	29	321.0	5.55	0.75
MW-7	100	2.22	35	109.6	5.61	1.13
MW-8	235	0.41	28	557.3	6.12	6.53
MW-9	150	0.32	30	247.1	5.82	0.41
MW-10	90	0.30	31	115.2	5.56	58.1
MW-11	140	1.93	31	209.6	5.09	2.50
MW-12	180	0.39	30	275.1	5.47	25.4
MW-13	210	0.34	33	399.2	6.00	11.61
MW-14	215	0.32	30	220.2	5.65	94.2
MW-15	250	0.66	30	275.7	5.72	285
MW-16	35	4.23	175	208.2	5.31	8.44

^a DCO₂: dissolved carbon dioxide, DO: dissolved oxygen, ORP: oxidation-reduction potential, EC: specific conductance, pH, turbidity, and temperature were measured using portable instrumentation.

^b mg/L: milligrams per liter

^c mV: millivolts

^d umhos/cm: micromhos per centimeter

^e NTU: Nephelometric turbidity unit

5.0 Summary of Results

The results of the August 2023 groundwater monitoring event at the former McNamara and Peepe Mill are summarized below.

- World Health Organization (WHO) 2005 toxic equivalency factors (TEQs) calculated using dioxin/furan concentrations were highest in monitoring well MW-1 at 48.3 pg/L. There is no maximum contaminant level (MCL) or California public health goal (PHG) reference for WHO 2005 TEQ.
- 2,3,7,8-Tetrachlorodibenzodioxin (2,3,7,8-TCDD) was not detected at concentrations above the reporting limit in any samples collected during the August 2023 sampling event.
- Chlorinated phenols:
 - PCP was detected at concentrations exceeding the state maximum contaminant level (MCL) of 1 microgram per liter (µg/L) in wells MW- 1, MW-5, MW-13, MW-14, MW-15, and MW-16.
 - The highest concentration of PCP detected in groundwater was in monitoring well MW-1 at a concentration of 400 µg/L, located southeast of the cap.
 - Chlorinated phenols were identified in newly installed site monitoring wells MW-15 and MW-16 located further downgradient of the cap but not in well MW-10 located on Glendale Drive.
 - TCP was detected in wells MW-1, MW-5, MW-14, and MW-15, at concentrations of 12 µg/L, 0.62 µg/L, 1.3 µg/L, and 0.54 µg/L, respectively.



The August 2023 monitoring event continued to show the highest PCP concentrations in groundwater are in well MW-1. Levels show a decrease by two orders within a short distance at recently installed well MW-15 (approximately 25 feet downgradient). Similar PCP levels were detected in the groundwater sample collected from well MW-16 on private property downgradient the cap. Testing results obtained from wells MW-15 and MW-16 are considered initial to assessing contamination in the area downgradient of the cap and future monitoring events will help further define the extent. Contaminant concentrations in site wells are generally consistent with historical trends with the highest levels near the cap. Low levels of phenols continue to be detected in wells located east of the cap by the old planer mill and presumably outside the influence of buried waste material.

6.0 References Cited

- Google Earth. (April 30, 2019). Aerial Photo of Arcata, California, 40°54'7.24"N and 124° 1'6.39"W. Accessed June 2021. NR:Google Earth.
- National Geographic Society. (2013). Topographic map Arcata, California. Accessed through ESRI i-cubed January 15, 2021. NR:National Geographic Society.
- Office of Environmental Health Hazard Assessment. (March 13, 2019). "California Public Health Goals." Accessed at: <https://oehha.ca.gov/water/public-health-goals-phgs>
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Table 2-2 Historical Groundwater Elevations		
Well Name	Date	Groundwater Elevation (ft msl)
MW-1	4/8/1998	80.67
	7/8/1998	72.04
	1/26/1999	79.97
	7/14/1999	73.37
	4/13/2000	78.23
	10/19/2000	69.06
	6/7/2001	70.62
	12/26/2002	84.22
	12/12/2003	82.87
	3/15/2004	86.17
	6/10/2004	83.44
	1/28/2005	85.70
	8/3/2005	83.72
	1/11/2006	88.67
	1/24/2007	85.22
	6/7/2010	85.32
	10/18/2010	80.50
	11/3/2011	82.12
	4/11/2012	87.73
	5/13/2015	83.60
	11/10/2015	79.77
	5/23/2016	84.05
	12/14/2016	87.92
	5/8/2017	85.92
	8/22/2019	81.56
	3/5/2021	85.84
2/22/2022	83.71	
8/23/2022	80.75	
2/22/2023	85.67	
8/22/2023	80.26	
MW-5	1/12/1998	84.44
	4/8/1998	80.33
	7/8/1998	72.59
	1/26/1999	80.20
	7/14/1999	73.68
	4/13/2000	77.71
	10/19/2000	69.12
	6/7/2001	71.12
	12/26/2002	84.18
	12/12/2003	82.31
	1/28/2005	85.66
	8/3/2005	83.68
	1/11/2006	88.34
1/24/2007	85.36	

Table 2-2 Historical Groundwater Elevations		
Well Name	Date	Groundwater Elevation (ft msl)
MW-5 cont'd	6/7/2010	86.05
	10/18/2010	80.60
	11/3/2011	82.26
	4/11/2012	88.04
	5/13/2015	83.85
	11/10/2015	81.10
	5/23/2016	84.35
	12/14/2016	88.05
	5/8/2017	86.50
	3/5/2021	86.12
	2/22/2022	83.97
	8/23/2022	80.94
	2/22/2023	85.68
	8/22/2023	80.50
MW-7	1/12/1998	83.88
	4/8/1998	73.90
	7/8/1998	68.34
	1/26/1999	71.82
	7/14/1999	70.30
	4/13/2000	72.31
	10/19/2000	67.73
	6/7/2001	66.43
	12/26/2002	84.12
	12/12/2003	82.83
	1/28/2005	86.37
	8/3/2005	84.68
	1/11/2005	88.53
	1/24/2007	86.00
	6/7/2010	92.40
	10/18/2010	82.40
	11/3/2011	83.94
	4/11/2012	89.23
	5/13/2015	85.27
	11/10/2015	81.10
	5/23/2016	84.35
	12/14/2016	89.08
	5/8/2017	87.52
	8/21/2019	83.06
	3/5/2021	87.37
	2/22/2022	85.39
	8/23/2022	82.43
2/22/2023	86.87	
8/22/2023	81.36	

Table 2-2 Historical Groundwater Elevations		
Well Name	Date	Groundwater Elevation (ft msl)
MW-8	1/12/1998	84.73
	4/8/1998	81.24
	7/8/1998	73.72
	1/26/1999	81.99
	7/14/1999	75.73
	4/13/2000	78.87
	10/19/2000	71.06
	6/7/2001	72.74
	12/26/2002	85.14
	12/12/2003	88.46
	1/28/2005	89.50
	8/3/2005	85.08
	1/11/2006	89.91
	1/24/2007	87.87
	6/7/2010	no reading
	10/18/2010	no reading
	11/3/2011	no reading
	4/11/2012	no reading
	5/13/2015	87.56
	11/10/2015	84.64
	5/23/2016	87.32
	12/14/2016	90.14
	5/8/2017	88.24
	8/21/2019	82.91
	3/5/2021	88.41
	2/22/2022	87.49
8/23/2022	82.33	
2/22/2023	88.28	
8/22/2023	82.58	
MW-9	1/12/1998	86.88
	4/8/1998	83.50
	7/8/1998	81.21
	1/26/1999	82.48
	7/14/1999	81.14
	4/13/2000	82.19
	10/19/2000	78.90
	6/7/2001	79.70
	12/26/2002	86.30
	12/12/2003	85.68
	1/28/2005	89.26
	8/3/2005	87.85
	1/11/2006	90.89
	1/24/2007	89.04
	6/7/2010	92.55
	10/18/2010	89.70
	11/3/2011	88.52
	4/11/2012	93.38
5/13/2015	87.56	
11/10/2015	84.64	
5/23/2016	88.68	

Table 2-2 Historical Groundwater Elevations		
Well Name	Date	Groundwater Elevation (ft msl)
MW-9 cont'd	12/14/2016	91.56
	5/8/2017	90.66
	8/21/2019	83.81
	3/5/2021	90.93
	2/22/2022	89.37
	8/23/2022	86.84
	2/22/2023	90.61
	8/22/2023	86.99
MW-10	6/7/2010	84.55
	10/18/2010	89.70
	11/3/2011	81.32
	4/11/2012	85.91
	5/13/2015	82.21
	11/10/2015	79.50
	5/23/2016	82.29
	12/14/2016	89.95
	5/8/2017	84.71
	8/21/2019	81.01
	3/5/2021	84.58
	2/22/2022	83.02
	8/23/2022	79.80
	2/22/2023	89.15
8/22/2023	79.69	
MW-11	10/18/2010	81.50
	11/3/2011	83.47
	4/11/2012	86.50
	5/13/2015	83.90
	11/10/2015	81.73
	5/23/2016	84.45
	12/14/2016	87.46
	5/8/2017	85.55
	8/21/2019	82.18
	3/5/2021	85.51
	2/22/2022	84.34
	8/23/2022	81.24
	2/22/2023	86.13
8/22/2023	80.50	
MW-12	11/3/2011	82.10
	4/11/2012	87.81
	5/13/2015	83.53
	11/10/2015	79.68
	5/23/2016	83.98
	12/14/2016	87.93
	5/8/2017	85.98
	8/21/2019	81.55
	3/5/2021	85.93
	2/22/2022	83.75
	8/23/2022	80.76
	2/22/2023	85.51
	8/22/2023	80.33

Table 2-2 Historical Groundwater Elevations		
Well Name	Date	Groundwater Elevation (ft msl)
MW-13	2/22/2022	84.44
	8/23/2022	84.31
	2/22/2023	86.29
	8/22/2023	81.03
MW-14	2/22/2022	84.66
	8/23/2022	81.39
	2/22/2023	86.34
	8/22/2023	81.05
MW-15	8/22/2023	80.40
MW-16	8/22/2023	80.02

**Table 2-3
Groundwater Analytical Results
2015 to 2023**

Well Name	Date	PCP	TCP	Chromium µg/L	Hexavalent Chromium	Nitrate mg/L	Total Iron	Ferrous Iron µg/L	Arsenic µg/L	Sulfate	Chloride	TPHD	VOCs (D/P/E)	
														Units
MW-1	5/13/2015	690 ^A	14	--	--	--	--	--	--	--	--	--	--	
	5/13/2015 (FD)	560 ^A	12	--	--	--	--	--	--	--	--	--	--	
	11/11/2015	610 ^A	120	--	--	--	--	--	--	--	--	--	--	
	11/11/2015 (FD)	670 ^A	120	--	--	--	--	--	--	--	--	--	--	
	5/23/2016	830 ^A	7.1	--	--	--	--	--	--	--	--	--	--	
	5/23/2016 (FD)	1,100 ^A	8	--	--	--	--	--	--	--	--	--	--	
	12/14/2016	1.2 ^A	<1.0	<5.0	<5.0	0.99	25	<100	<10	19	19	--	--	
	12/14/2016 (FD)	1.2 ^A	<1.0	--	--	--	--	--	--	--	--	--	--	
	5/8/2017	570 ^A	8.4	--	--	--	--	--	--	--	--	--	--	
	5/8/2017 (FD)	530 ^A	7.9	--	--	--	--	--	--	--	--	--	--	
	8/21/2019	1,200 ^A	29	--	<1.0	--	--	--	--	--	--	740 A	1.7	
	3/5/2021	460 ^A	5.6	--	--	--	--	--	--	--	--	--	--	
	2/22/2022	920 ^A	9.7	--	--	--	--	--	--	--	--	--	--	
	8/23/2022	1300 ^A	<1,000 B9	--	--	--	--	--	--	--	--	--	--	
	2/22/2023	0.34 ^A	<1.0	--	--	--	--	--	--	--	--	--	--	
	8/23/2023	400	12	--	--	--	--	--	--	--	--	--	--	
MW-5	5/13/2015	35 ^A	4.3	--	--	--	--	--	--	--	--	--	--	
	11/11/2015	65 ^A	3.3	--	--	--	--	--	--	--	--	--	--	
	5/23/2016	56 ^A	1.6	--	--	--	--	--	--	--	--	--	--	
	12/14/2016	39 ^A	2.3	<5.0	<5.0	<0.10	330	600	<10	12	45	--	--	
	5/8/2017	46 ^A	2.3	--	--	--	--	--	--	--	--	--	--	
	8/21/2019	--	--	--	--	--	--	--	--	--	--	--	--	
	3/5/2021	18	<1.0	--	--	--	--	--	--	--	--	--	--	
	2/22/2022	19	1.1	--	--	--	--	--	--	--	--	--	--	
	8/23/2022	0.63	<1.0	--	--	--	--	--	--	--	--	--	--	
	2/22/2023	9.5 ^A	0.65 J	--	--	--	--	--	--	--	--	--	--	
	8/23/2023	4.5	0.62 J	--	--	--	--	--	--	--	--	--	--	
	5/13/2015	0.39	<1.0	--	--	--	--	--	--	--	--	--	--	
	11/11/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
5/23/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--		
12/14/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--		
5/8/2017	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--		
8/21/2019	<0.3	<1.0	--	<1.0	--	--	--	--	--	--	<50	<0.5		
3/5/2021	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--		
2/22/2022	0.26 J	<1.0	--	--	--	--	--	--	--	--	--	--		
8/23/2022	0.12 J	<1.0	--	--	--	--	--	--	--	--	--	--		
2/22/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--		
8/23/2023	0.17 J	<1.0	--	--	--	--	--	--	--	--	--	--		
MW-8	5/13/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	11/11/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	5/23/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	12/14/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	5/8/2017	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	8/21/2019	<0.3	<1.0	--	--	--	--	--	--	--	--	--	<0.5	
	3/5/2021	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	2/22/2022	0.13 J	<1.0	--	--	--	--	--	--	--	--	--	--	
	8/23/2022	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	2/22/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	8/23/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	MW-9	5/13/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
		11/11/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
5/23/2016		<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
12/14/2016		<0.3	<1.0	<5.0	<5.0	1.1	<15	<100	--	1.9	10	--	--	
5/8/2017		<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
8/21/2019		<0.3	<1.0	--	--	--	--	--	--	--	--	--	<0.5	
3/5/2021		<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
2/22/2022		0.21 J	<1.0	--	--	--	--	--	--	--	--	--	--	
8/23/2022		<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
2/22/2023		<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
8/23/2023		<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
MW-10		5/13/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
		11/11/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--
	5/23/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	12/14/2016	<0.3	<1.0	<5.0	<5.0	0.11	58	<100	<10	1.5	0.96	--	--	
	5/8/2017	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	8/21/2019	<0.3	<1.0	--	<1.0	--	--	--	--	--	--	280 A	<0.5	
	8/21/2019 (FD)	<0.3	<1.0	--	<1.0	--	--	--	--	--	--	210 A	<0.5	
	3/5/2021	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	3/5/2021 (FD)	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	2/22/2022	0.12 J	<1.0	--	--	--	--	--	--	--	--	--	--	
	2/22/2022 (FD)	0.26 J	<1.0	--	--	--	--	--	--	--	--	--	--	
	8/23/2022	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	8/23/2022 (FD)	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	2/22/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	2/22/2023 (FD)	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	8/23/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
MW-11	5/13/2015	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	11/11/2015	0.67	<1.0	--	--	--	--	--	--	--	--	--	--	
	5/23/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	12/14/2016	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	5/8/2017	1.9 ^A	<1.0	--	--	--	--	--	--	--	--	--	--	
	8/21/2019	<0.3	<1.0	--	--	--	--	--	--	--	--	--	<0.5	
	3/5/2021	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	2/22/2022	0.14 J	<1.0	--	--	--	--	--	--	--	--	--	--	
	8/23/2022	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	2/22/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	8/23/2023	<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
	MW-12	5/13/2015	52 ^A	<1.0	--	--	--	--	--	--	--	--	--	--
		11/11/2015	51 ^A	<1.0	--	--	--	--	--	--	--	--	--	--
5/23/2016		120 ^A	<1.0	--	--	--	--	--	--	--	--	--	--	
12/14/2016		46 ^A	<1.0	<5.0	<5.0	0.13	<15	<100	<10	5.4	28	--	--	
5/8/2017		81 ^A	<1.0	--	--	--	--	--	--	--	--	--	--	
8/21/2019		130 ^A	1.7	--	--	--	--	--	--	--	--	--	--	
3/5/2021		120 ^A	<1.0	--	--	--	--	--	--	--	--	--	--	
2/22/2022		120 ^A	0.89 J	--	--	--	--	--	--	--	--	--	--	
8/23/2022		130 ^A	<100 B9	--	--	--	--	--	--	--	--	--	--	
2/22/2023		9.4 ^A	0.61 J	--	--	--	--	--	--	--	--	--	--	
8/23/2023		<0.3	<1.0	--	--	--	--	--	--	--	--	--	--	
2/22/2022		0.27 J	<1.0	--	--	--	--	--	--	--	--	--	--	
8/23/2022		0.77	<1.0	--	--	--	--	--	--	--	--	--	--	
2/22/2023	0.17 J	<1.0	--	--	--	--	--	--	--	--	--	--		
8/23/2023	0.42	<1.0	--	--	--	--	--	--	--	--	--	--		
MW-14	2/22/2022	85 ^A	1.7	--	--	--	--	--	--	--	--	--	--	
	8/23/2022	84 ^A	<10 B9	--	--	--	--	--	--	--	--	--	--	
	2/22/2023	48 ^A	<1.0	--	--	--	--	--	--	--	--	--	--	
8/23/2023	57 ^A	1.3	--	--	--	--	--	--	--	--	--	--		
MW-15	8/23/2023	8.7 ^A	0.54 J	--	--	--	--	--	--	--	--	--	--	
MW-16	8/23/2023	5.2 ^A	<1.0	--	--	--	--	--	--	--	--	--	--	



\Eureka\2020\020189-M-P-Mill\GIS\PROJ_MXD\090_TechMemo\TechMemo_Fig3_SoilBorings.mxd USER: mrose DATE: 5/9/24, 3:01PM

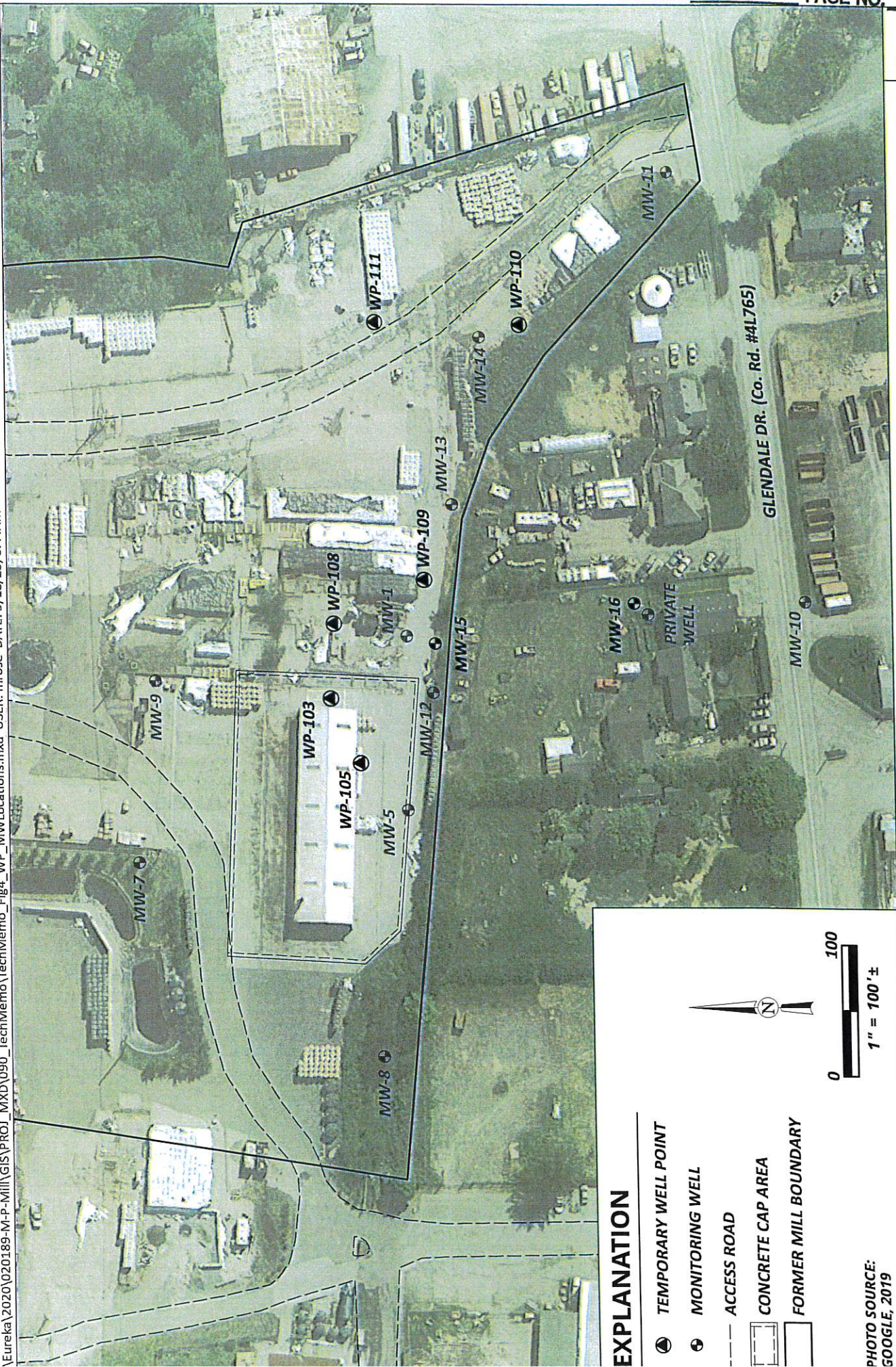


Former McNamara & Peepe Lumber Mill
 Technical Memo
 1619 Glendale Drive, Arcata, California



CAP Area Soil Boring Locations
 Figure **3**
 May 2024 - 020189.090

Eureka\2020\020189-M-P-Mill\GIS\PROJ_MXD\090_TechMemo\TechMemo_Fig4_WP_MWLocations.mxd USER: mrose DATE: 9/18/23, 8:44AM



EXPLANATION

- TEMPORARY WELL POINT
- MONITORING WELL
- ACCESS ROAD
- ▭ CONCRETE CAP AREA
- ▭ FORMER MILL BOUNDARY



PHOTO SOURCE: GOOGLE, 2019



Former McNamara & Peepe Lumber Mill
 Technical Memo
 1619 Glendale Drive, Arcata, California

Well Point and Monitoring Well Locations

Figure 4

September 2023 - 020189.090

\\Eureka\2020\020189-M-P-Mill\GIS\PROJ_MXD\090_TechMemo\TechMemo_Fig5_SitePlan2.mxd USER: mrose DATE: 9/14/23, 2:25PM

EXPLANATION

- MONITORING WELL
- SOIL BORING
- A' CROSS SECTION
- - - FIRE ACCESS ROAD
- ▭ CONCRETE CAP AREA
- ▭ FORMER MILL BOUNDARY



PHOTO SOURCE:
GOOGLE, 2019

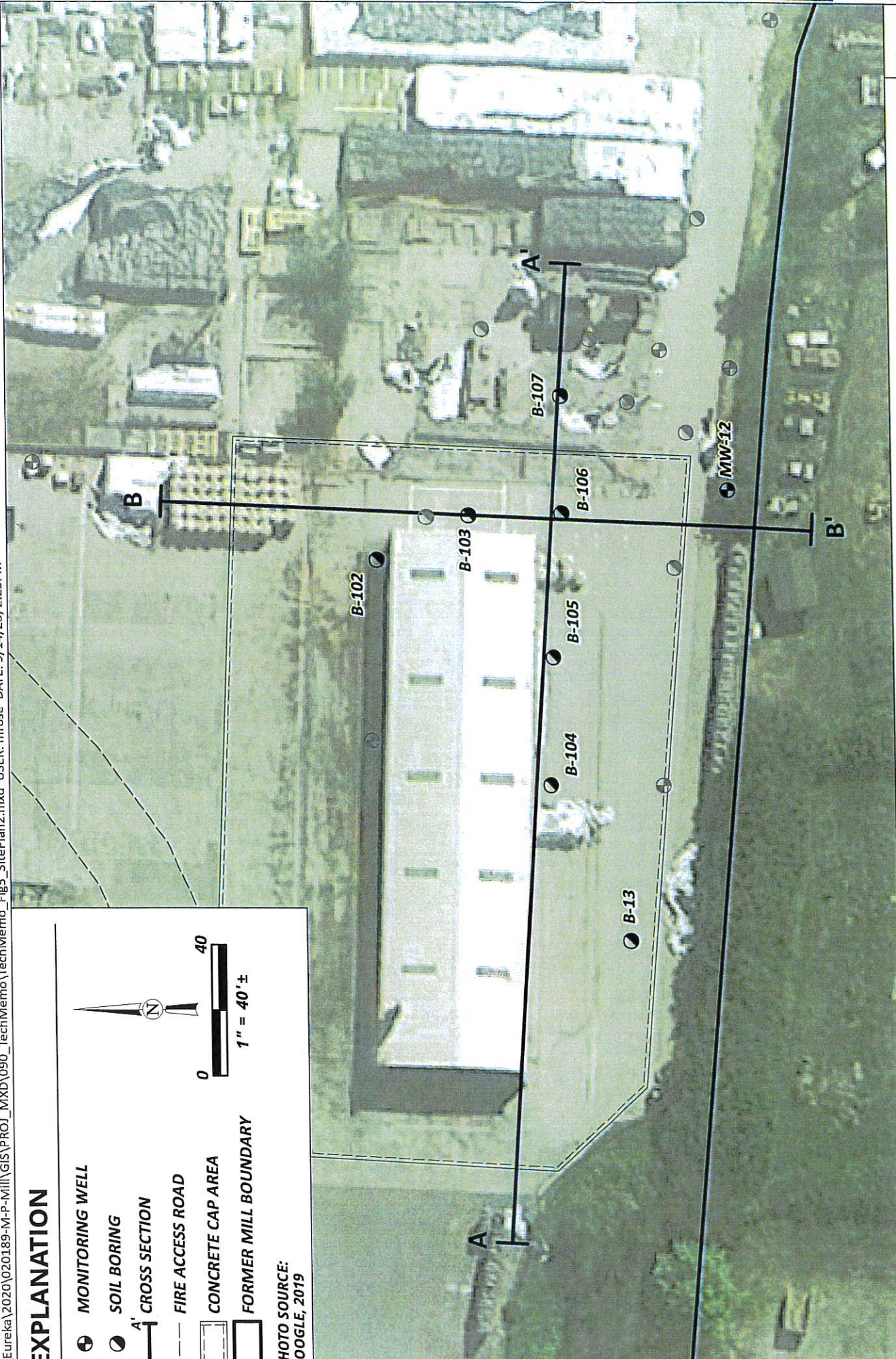
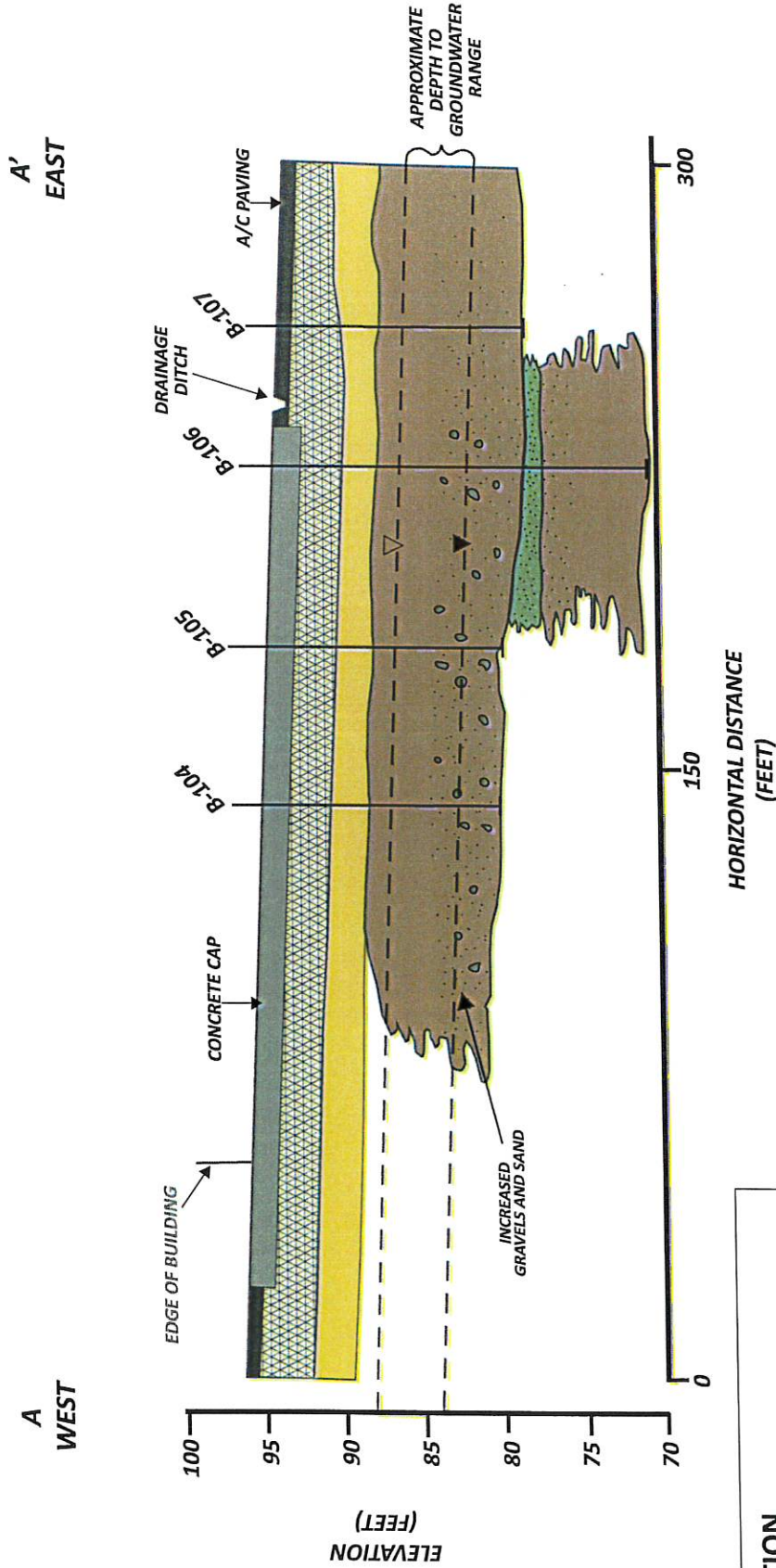


Figure 5
Site Plan
with Cross Section Locations
September 2023 - 020189.090

Former McNamara & Peepe Lumber Mill
Technical Memo
1619 Glendale Drive, Arcata, California



GEOLOGIC CROSS-SECTION A-A'



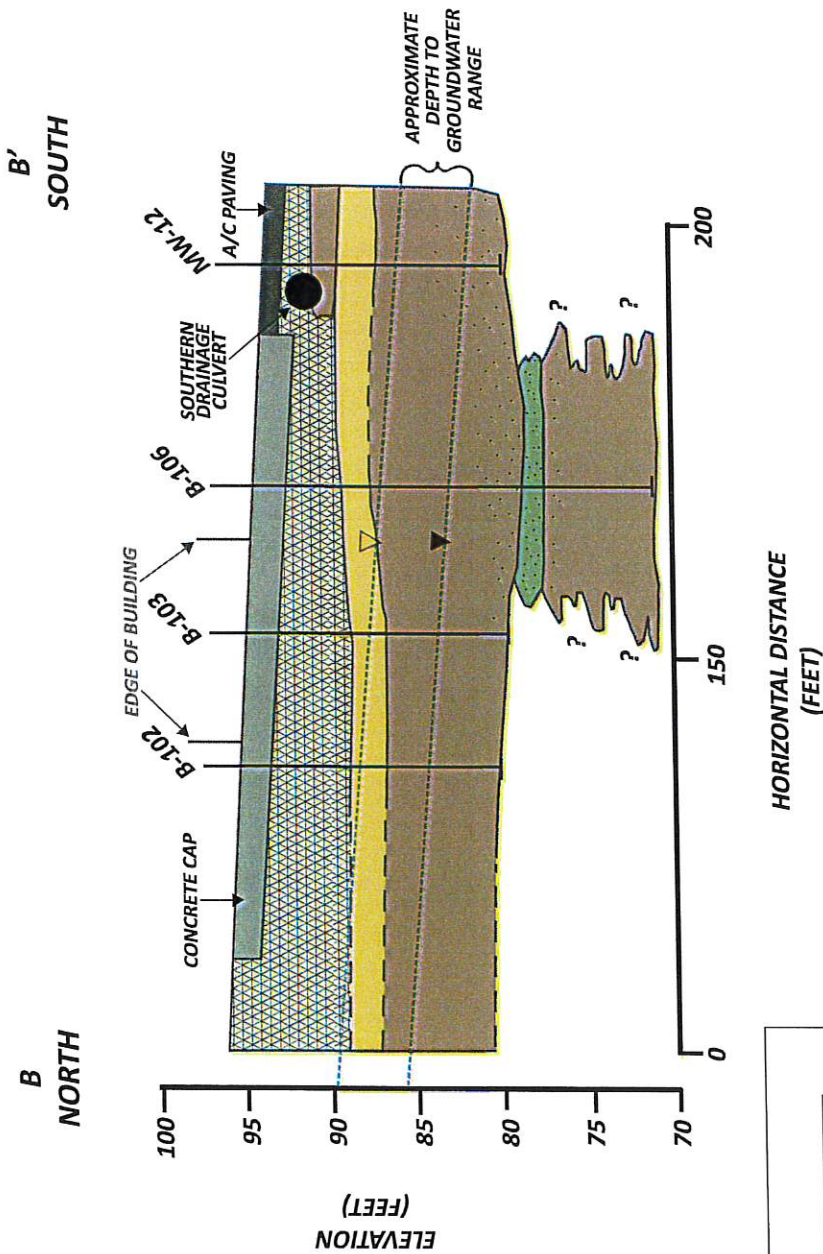
EXPLANATION	
	FILL
	CLAYEY SAND
	CLAY to CLAY with SAND
	SILT to SILT with SAND and GRAVEL

V.E. = 1:4



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GEOLOGIC CROSS-SECTION B-B'



EXPLANATION	
FILL	
CLAYEY SAND	
CLAY to CLAY with SAND	
SILT to SILT with SAND and GRAVEL V.E. = 1:4	

Geologic Cross Section B-B'

Figure 7

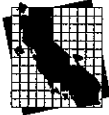
September 2023-020189.090

Former McNamara & Peepe Lumber Mill
 Technical Memo
 1619 Glendale Drive, Arcata, California



**NEW
BUSINESS**

H.B.M.W.D. FEB 13 2025

**CSDA****California Special
Districts Association***Districts Stronger Together*

DATE: February 10, 2025

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

SUBJECT: **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2026 - 2028 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, professional development, and other resources for members. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

Nomination Procedures: Any Regular Member district in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations in the Northern Network is April 21, 2025. The deadline for receiving nominations in all other Networks is April 11, 2025. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
Fax: 916.442.7889
E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on June 10, 2025. All votes must be received through the system no later than 5:00 p.m. July 25, 2025. The successful candidates will be notified no later than July 29, 2025. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in August 2025.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network	Seat B – Kim Seney, Director, Gold Mountain Community Services District
Sierra Network	Seat B – Jerry Gilmore, Director, Truckee Sanitary District*
Bay Area Network	Seat B – Ryan Clausnitzer, General Manager, Alameda County Mosquito Abatement District*
Central Network	Seat B – Lorenzo Rios, CEO, Clovis Veterans Memorial District*
Coastal Network	Seat B – Scott Duffield, General Manager, Heritage Ranch Community Services District*
Southern Network	Seat B – Don Bartz, General Manager, Phelan Pinon Hills Community Services District*

(* = Incumbent is running for re-election)

CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely. Electronic Ballots will be emailed to the main contact in your district June 10, 2025. All votes must be received through the system no later than 5:00 p.m. July 25, 2025.

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail amberp@csda.net by **April 25, 2025** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on June 10, 2025 per district request only.

If you have any questions, please contact Amber Phelen at amberp@csda.net.



**California Special
Districts Association**
Districts Stronger Together

2026-2028 TERM BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

**Return this form, a Board resolution/minute action supporting the candidate, and
Candidate Information Sheet by mail or email to:**

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS:

Northern Network - Extended due to vacancy: April 21, 2025 at 5:00 p.m.

All other networks: April 11, 2025 at 5:00 p.m.



California Special
Districts Association
Districts Stronger Together

2026-2028 TERM - CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



California Special Districts Association

DISTRICT NETWORKS





HUMBOLDT BAY MUNICIPAL WATER DISTRICT (HBMWD) Mad River (Baduwa't) Headwaters Ad-Hoc Committee Charter

Introduction and Background

Headwaters are where the rivers and streams begin, providing flow to surface and groundwater supplies. Headwaters are critical to sustain land and aquatic ecosystems and watersheds, support healthier forests and meadows; improve air quality; support recreational uses, and provide high quality drinking water.

California faces catastrophic climate-driven wildfires, exacerbated by periods of heavy rainfall followed by periods of extreme drought, decades of fire suppression, and historically limited focus on forest health and vegetation management projects. Between the years of 2010 and 2023, 237 million trees died in California forests which are at serious risk of large, high-severity wildfires that threaten lives, communities, wildlife habitat, recreation, and water resources.

Although forest thinning and controlled burning are proven methods of reducing the risk of destructive wildfires, the current pace and scale of forest management activities are inadequate given the scope of the problem. The fire season is starting earlier and lasting longer with fires burning hotter than ever before. There is an urgent need to restore our forests to a more resilient condition to protect our water resources, communities, and ecological values.

In August 2020, lightning ignited over a million acres of private lands, and riparian and upland forest habitats in the Six Rivers, Shasta-Trinity, and Mendocino national forests over a four-month period. The August Complex wildfire affected approximately 160,000 acres of the headwaters of the District's water source and the upper reaches of the Mad River (Baduwa't) watershed. Nearly five years post-August Complex wildfire, limited landscape restoration has occurred.

Dealing with the impacts of the state's tree mortality crisis and inadequate forest management activities will take cooperation, collaboration, and long-term commitment from local, state, federal, non-profit, private, and tribal nation partners. The District currently participates on the Association of California Water Agencies (ACWA) Headwaters Working Group. ACWA is a founding member of the California Forest Watershed Alliance which is an alliance of urban and rural organizations dedicated to the restoration and improvement of California's watersheds and forests.

Purpose and Scope of the HBMWD Mad River (Baduwa't) Headwaters Ad-Hoc Committee

A key component of the District's Mission is to protect the environment of the Mad River watershed to preserve the water supply and water quality interests of the District. The purpose of



the Headwaters Committee is to support the District's Mission by providing advice and counsel to the Board of Directors regarding protection, restoration, and stewardship of the Mad River/Baduwa't headwaters and watershed. This is an ad hoc, advisory Committee of the Board of Directors. The Committee is limited to an advisory function only - it has no authority to act on behalf of the Board. The Committee is vested with the limited authority of carrying out activities to meet this purpose, and it shall not exercise continuing subject matter jurisdiction.

Activities

Activities of this ad hoc Committee include:

1. Build a coalition with local, state, federal, non-profit, private, and tribal nation partners to advocate for increasing the pace and scale of ecologically based active management in the Mad River/Baduwa't headwaters;
2. Pursue increased funding and new funding sources for forest management from federal, state, and private sources;
3. Advocate for policy and legislative reforms to promote ecologically sound forest restoration;
4. Develop and promote on-the-ground projects to improve forest health and resilience, prioritizing landscape scale restoration. Examples of restoration work may include hazard tree removal, prescribed burning, oak woodland restoration, reforestation, roadside and ridgetop fuel corridor clearing, tributary restoration, and road culvert clearing;
5. Advance monitoring and research to improve the state of scientific knowledge to better direct future land management decisions.

Composition

This Committee may be convened from time to time by the Board of Directors when necessary. It shall be composed of two Board members appointed by the President, with the consent of Board majority, and the General Manager. As necessary, the Committee may receive staff support from the District's Engineer, Legal Counsel, or consultants.

Reporting

The Committee shall provide periodic progress reports to the Board of Directors at its regularly scheduled meetings.

Humboldt Bay Municipal Water District

To: Board of Directors
 From: John Friedenbach
 Date: March 13, 2025

Re: Construction Contract – TRF Generator System

Discussion

As discussed at the February 13th Board meeting, an RFP was issued on January 29, 2025 to procure a backup generator system to be installed at Turbidity Reduction Facility (TRF). Bids for the project were due on March 5, 2025. This new generator will provide backup power to the entire facility. This project is being partially funded by a FEMA Hazard Mitigation Grant (75% / 25%). The grant budget for construction is \$1,258, 251 with a District match of \$314,563.

The District received five bid packages. The bids were as follows:

Company	Total Bid
Got Power Inc.	\$ 1,425,188*
Wahlund Construction	\$ 1,193,600
SnL Group	\$ 1,298,000
Hooven & Co	\$ 1,756,000
Geveden Industrial	\$ 1,404,600

*The bid total submitted by Got Power Inc. was incorrectly totaled at \$1,423,188.

The bid from Wahlund Construction is the apparent low bidder at \$1,193,600.00. This cost is less than the grant construction budget amount. Their bid was reviewed and determined to be responsive and responsible.

Staff Request

Staff requests that the Board authorize a contract, not to exceed \$1,193,600.00, with Wahlund Construction for procuring and installing a backup generator system at the TRF in accordance with the plans and specifications for the project and direct the general manager to prepare and execute the construction contract.



Date: March 13, 2025
To: President and Board Members
From: Michiko M. Mares, Assistant General Manager
Subject: Status Update Annie and Mary Trail Connectivity Project

BACKGROUND

The Arcata Annie and Mary Trail (Trail) has been a City of Arcata priority for many years and a regional trail priority for over two decades. The Trail is envisioned to eventually connect Arcata to Blue Lake with a non-motorized trail separated from vehicle traffic. Since planning started in earnest in 2018, the City of Arcata has been advancing the development of the Arcata Annie and Mary Trail Connectivity Project to provide a safe walking and biking route between downtown Arcata and Cal Poly Humboldt and the northern Arcata neighborhood of Valley West, Aldergrove business park and the Mad River at the District's Park 1.

Previously the District Board confirmed its role as project partner on the Arcata Annie and Mary Trail project to enhance walking and biking safety and connectivity through north Arcata and to access the Mad River at Park 1 via the following actions:

- Approving a Permit to Enter with the City and its consultants for project environmental and topographical surveys in November 2021;
- Authorizing District staff to work with the City to further study a potential public access easement for the trail on District property in May 2022; and
- Approving a component of the NEPA environmental documentation (Section 4f filing) for the project in October 2023.

The City completed the CEQA environmental documentation phase of the trail project in December 2022, and following the addition of federal funds to the project through a Cooperative Agreement with Caltrans District 1, the City completed NEPA environmental documentation in spring 2024. Since these milestones were completed, the City has been focused on design and right-of-way for the trail project this past year. The trail will be located predominantly within the railbanked Great Redwood Trail Agency (GRTA) former rail corridor, City properties through northern Arcata city limits, and on properties associated with the former Arcata and Mad River Railroad owned in fee by the GRTA between West End Road and Park 1.



DISCUSSION

There is one location adjacent to the District's Essex Facility on West End Road, just west of the Park 1 and District facility entrance driveways, where the Trail must deviate from the rail corridor to the south of the District's 12kV switchgear building. The District's switchgear building is located on the rail corridor and has a license agreement with the GRTA. The City and District have confirmed District ownership of the land between the switchgear building and the County's West End Road right-of-way.

The City proposes to locate this segment of the Trail on District property by constructing a boardwalk segment around the switchgear building. The Trail will then return to the rail corridor, following the switchgear building access driveway to the Essex Park 1 entrance driveways. The City proposes to pave, stripe and sign this approximately 575-foot access driveway for shared use by both trail users and intermittent District vehicles entering and exiting the Essex facility to West End Road. Excavation will not be allowed in this area to avoid high voltage lines located under the access driveway.

The Arcata Annie and Mary Trail project also proposes to pave the Park 1 driveway, replace the existing culvert under the driveway, and pave the western half of the existing Park 1 gravel parking lot to serve as a trail head for trail users, orient potential trail visitors, and enhance recreational access for Park 1. The City also proposes to construct an informational kiosk to inform trail users of regulations for the safe use of the Annie and Mary Trail and Park 1.

Key components of the public access easement are proposed to include:

- A legal description and exhibit of the proposed easement area within District property;
- A section detailing the City's responsibilities for operations and maintenance of the public access trail and trailhead features (e.g. kiosk and solid waste pick up services) at the Park 1 parking area. The City anticipates that City staff would lead the day to day maintenance of the Annie and Mary Trail with support from volunteers with the Humboldt Trails Council Volunteer Trail Stewards program;
- A section detailing appropriate uses and times of use within the easement area consistent with the District's Ordinance 22 which details regulations for use of Park 1 by the public;
- A section detailing liability for public use within the easement and citing relevant government code covering liability for the public accessing public lands; and



- A donation of the public access easement by the District recognizing the improvement the trail project would bring to the District's Park 1 and non-motorized access for employees accessing the West End Road facility.

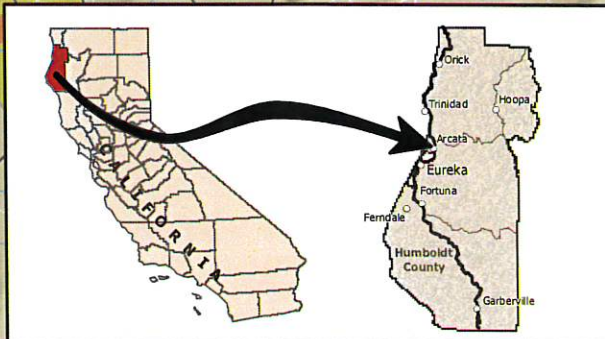
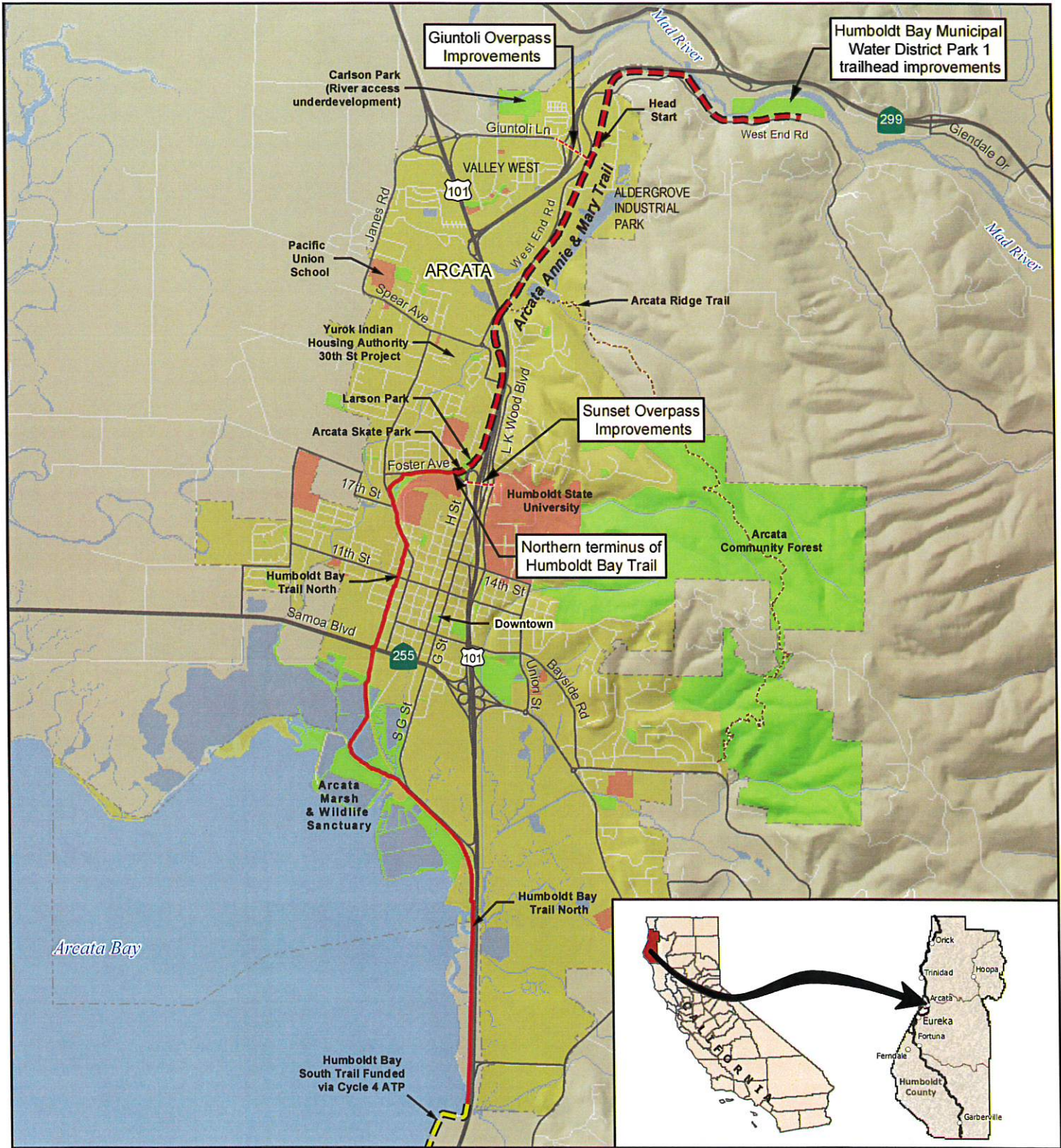
The City's construction funding through Caltrans' Active Transportation Program is contingent upon completing final designs and a right-of-way certification by April 30 to receive construction funding allocation by the California Transportation Commission in June. The City aims to release a construction bid for the project in summer 2025 with construction spanning at least two seasons through December 2026.

NEXT STEPS

1. The City of Arcata will provide a presentation at the March 13, 2025 Board Meeting to present a status update on the Annie and Mary Trail Connectivity Project and to answer District Board questions during discussion.
2. The City will provide a written public access easement request and proposed Right-of-Way Contract to locate approximately 700' linear foot segment of the Trail and public parking trailhead improvements on property owned by HBMWD – APNs 504-201-010, 504-201-011 and 516-271-005 for District Board Resolution at the April 10, 2025 Board Meeting.
3. The final easement language and Right-of-Way Contract will require District Board approval prior to the start of construction in late summer 2025.
4. Develop and approve a Permit to Enter & Construct to codify liability coverage and permission for the City and its contractors to enter upon District property, construct the Trail project within the area detailed in the public access easement, and temporarily stage any materials within an approved area within Park 1.
5. The Trail and trailhead improvements will ensure protection of District water line and communications infrastructure and refine proposed temporary construction staging areas on District property.

ATTACHMENTS

Attached are an overview map of the Arcata Annie & Mary Trail Connectivity Project.



- | | | | | | |
|--------------------------|---|-----------------------------------|--------------------|-----------|--------------------|
| Trail Connections | Arcata Annie & Mary Trail | Existing Humboldt Bay Trail North | Arcata City Limits | Stream | Freeway/Highway |
| | Humboldt Bay South Trail Funded via Cycle 4 ATP | Highway Overpass Improvements | School | Waterbody | Major Roads |
| | | | Park/Openpace | | Arcata Ridge Trail |

CITY OF ARCATÁ
City of Arcata Environmental Services
 736 F Street Arcata, California 95521
 T 707 822-8184 F 707 825-2116
 Email: eservices@cityofarcata.org
 Web: <https://www.cityofarcata.org>

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 1:46,630

Map Projection: Lambert Conformal Conic
 Horizontal Datum: North American 1983
 Grid: NAD 1983 StatePlane California I FIPs 0401 Feet

Arcata Annie & Mary Trail Connectivity Project
 (Sunset Ave to Humboldt Bay Water District Park #1)

Arcata Annie & Mary Trail Project Area

Sheet
 1 of 1

Date: 10/22/2021

Document Path: R:\Av_projects\EIS\ES_Projects\Rail to Trails\Annie-Mary Segment\AnnieMaryTrail_ProjectArea 10-22-2021.mxd Date Saved: 10/22/2021
 Data Sources: City of Arcata (City Limits, Waterbodies, Creeks, Proposed Trail); Humboldt County GIS (Roads, Hillshade)
 This map is for informational purposes only. The City of Arcata, including any employees and sub-contractors, makes no warranties, express or implied, as to the accuracy of the information contained in this map. The City of Arcata, including any employees and sub-contractors, disclaims liability for any and all damages which may arise due to errors in the map and the user's reliance thereon.

ENGINEERING

Humboldt Bay Municipal Water District

To: Board of Directors
From: John Friedenbach
Date: March 13, 2025

Re: Engineering Contract Award – R.W. Matthews Dam Seismic Stability Analysis –
Advanced Assistance Project

Discussion

As the Board is aware, the District received a FEMA Hazard Mitigation Grant Advanced Assistance, DR4569-0538, for the R. W. Matthews dam and spillway seismic stability analysis. Under our Federal procurement procedures, an RFQ was published on December 27, 2024. Response SOQ's were due to the District on February 11, 2025 by 3:00 p.m. An SOQ review team was assembled and completed their review on February 19, 2025. A 5 member review and scoring panel reviewed the proposals in accordance with the scoring criteria in the RFQ. Out of a 100 point maximum, the scores ranged from a low of 88 to a high of 98, with an average of 93.4. The review team members were: Superintendent Dale Davidsen; General Manager John Friedenbach; Assistant General Manager Michiko Mares; District Engineer Nate Stevens; and Soma Balachandran also of GHD with their recommendation to select GEI Consultants, Inc. as the preferred respondent. At the February 13, 2025 board meeting, staff was directed to negotiate a contract for engineering services with GEI Consultants, Inc. for the Project.

Subsequent to the February 13th board meeting, staff informed CalOES grant administration staff of the RFQ and SOQ status on the Project. Despite the District conducting a competitive RFQ process, CalOES may request that a "Request for Noncompetitive Procurement Authorization" form be completed, as the District had only received two responses to our RFQ. If requested, staff will complete the required form including supporting documentation and submitted to CalOES for review. Upon review of the submitted information, CalOES may issue a determination that "the noncompetitive procurement is warranted based on the factors listed in your request".

The fee quote by GEI Consultants, Inc. does not include a price for Phase 2 engineering services for the Project. The grant agreement with CalOES segregates the project into Phases 1 and 2. Phase 1 includes the preliminary design and environmental studies. Phase 2 includes the final design, construction, and construction management. CalOES has only authorized Phase 1 work to be initiated under the grant. We anticipate Phase 2 will be authorized under another grant after FEMA has reviewed the Phase 1 deliverables and completed their NEPA process. As stated in our RFQ, although the District requested SOQ and pricing for Phase 2, the District has conditioned performance of Phase 2 services on receiving Phase 2 funding and the District further reserved the right to award Phase 2. The execution of a contract for Phase 1 services does not guarantee the award of a contract for Phase 2 services. The pricing and contract for Phase 2 will be negotiated at a later date when necessary.

Staff continues to negotiate engineering services fees with GEI Consultants, Inc for the Phase 1 of the Project. The initial cost proposal from GEI Consultants, Inc is \$2,908,082, with an additional \$1,962,361 of "optional tasks" for a combined total cost of \$4,870,446. The grant budget total for Phase 1 work is \$2,019,200. See attached fee quote and scope of work dated March 6, 2025.

Staff Request

At the time of the board packet assembly, staff is continuing to negotiate a final price by GEI for Phase 1 tasks. Staff will present its recommendation regarding a contract with GEI Consultants, Inc. for professional services for the R.W. Matthews Dam and Spillway Seismic Stability Analysis Project Phase One at the board meeting. Because this discussion and diagrams involve our Critical Energy Infrastructure, a portion of this discussion will occur in a Closed Session at the Board meeting.

Next Steps

Complete Phase 1 tasks. Submit all Phase 1 deliverables to FEMA and CalOES. Await Phase 2 authorization from FEMA. Implement Phase 2.

FEMA Grant Budget	Task	Task Name	Non-Optional without Escalation	Optional without Escalation	Total without Escalation
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Estimated Budget					
FEMA Grant Budget	Task	Task Name	Non-Optional	Optional	Total
\$ -	Task 1	Project Management	\$ 159,399		\$ 159,399
\$ -	Task 2	Quality Control and Assurance	\$ 5,088		\$ 5,088
\$ -	Task 3	Grant Administration	\$ 67,559	\$ 8,057	\$ 75,616
\$ 697,500	Task 4	Geotechnical Assessment	\$ 779,830	\$ 933,134	\$ 1,712,964
\$ 60,000	Task 5	LIDAR Survey	\$ -		\$ -
\$ 274,950	Task 6	Seismic Stability Analysis and Alternatives Assessment	\$ 568,873	\$ 621,093	\$ 1,189,966
\$ 351,000	Task 7	65% Stability Retrofit Design	\$ 702,009	\$ 322,588	\$ 1,024,597
\$ 105,000	Task 8	Environmental Special Studies	\$ 132,811	\$ 77,489	\$ 210,300
\$ 131,000	Task 9	Permitting	\$ 115,828		\$ 115,828
\$ 375,000	Task 10	CEQA Document	\$ 334,267		\$ 334,267
\$ 24,750	Task 11	Project Sub-Application and Final BCA	\$ 42,422		\$ 42,422
\$ 2,019,200		TOTAL WITH ESCALATION	\$ 2,908,085	\$ 1,962,361	\$ 4,870,446

Matthews Dam Scope of Work

1 Project Management

The GEI Project Manager will attend and document design meetings, prepare correspondence, manage subcontractors, maintain project files, and manage and direct overall design and environmental teams.

Task 1 Deliverables:

- Project Management Plan
- Monthly invoices and progress reports
- Meeting agenda and minutes
- Conference call attendance and notes

Task 1 Assumptions:

- Biweekly weekly progress meetings
- Two- and one-half-year project duration
- Electronic submission of deliverables

2 Quality Control and Assurance

2.1 Quality Control and Assurance

GEI will develop a Quality Control and Assurance (QC/QA) Plan for this project that will describe the processes, procedures, and controls that GEI will use to check the quality of our work for the duration of the project. This will include having all work products reviewed by in-house reviewers prior to being transmitted to the District.

Task 2 Deliverables:

- QC/QA Program Document

Task 2 Assumptions:

- QA/QC will be performed for the work products under Tasks 3 – 11. Level of effort for QA/QC is included in the cost estimate for each scope item under those tasks.

3 Grant Administration

3.1 Grant Administration Coordination

GEI will attend a kick-off meeting with District and Advance Assistance grant staff and other grant administration meetings as needed. GEI will communicate and coordinate with the District about grant administration as needed.

3.2 Project Scope Compliance

The Grant Administrator and Project Manager will work closely together to align the project scope with the scope defined in the Advance Assistance grant agreement.

3.3 Grant Program Compliance

The Grant Administrator and Project Manager will work together to provide monthly progress summaries with GEI invoices, track grant deliverables, and advise about grant related subcontractor procurement regulation compliance.

Task 3 Deliverables:

- Progress summaries with GEI invoices monthly from April 2025 through October 2027.
- Deliverables, as defined in Tab 5 (*Humboldt Bay Municipal Water District Matthews Dam Advance Assistance – Scope of Work*) of the *Humboldt Bay Municipal Water District Matthews Dam Advance Assistance HMGP Planning Subapplication*, prepared under Tasks 4 – 10 in this scope of work.
- Documentation of subcontractor procurement.

Task 3 Assumptions:

- These tasks are limited to the Advance Assistance grant agreement.
- The District will prepare and submit progress and financial reports.
- Up to three GEI staff will attend the Advance Assistance grant kick-off meeting.
- Up to three GEI staff will attend up to five additional grant administration meetings with Advance Assistance staff through September 2027.
- There will be no agreement (scope, schedule, budget) modifications required.
- Three subcontractors will be procured during the Advance Assistance grant agreement.
- Procurement of construction contractor is not included.

4 Geotechnical Assessment

4.1 Permitting

GEI will prepare one Drilling Program Plans (DPP) for the borings planned for the embankment and one DPP for the cores planned for the spillway for acceptance by FERC in accordance with FERC's *Guidelines for Drilling in and Near Embankment Dams and their Foundations*. Drafts will be prepared for District review/comment followed by final DPPs for submittal to FERC. The DPPs will

also be submitted for approval by DSOD. GEI will obtain all other necessary permits including county drilling and well permits, will provide utility marking prior to performing subsurface explorations, and will prepare a Health and Safety Plan (HASP) for the project.

4.2 Borings at Spillway Floor

GEI will retain the services of Voss Laboratories (Voss) to perform a non-destructive evaluation (NDE) of the spillway slab, and a limited subsurface exploration. The work will be performed in two phases, with the NDE results being used to inform the second phase, which will include small diameter (3/4") borescope holes and larger core holes (6" diameter). A DPP (Task 4.1) will be submitted for DSOD and FERC approval prior to the second phase. Often FERC and DSOD will require a crack map of the spillway is completed prior to subsurface holes. These maps can aid in informing global crack trends and other defects that the subsurface holes may want to target. We have included a crack map as an optional Task. Although Voss will be performing the NDE and subsurface exploration, GEI will provide oversight throughout the exploration at critical moments. The scope of this task will include the following:

- Perform non-destructive testing consisting of surface penetrating radar scanning to locate potential voiding beneath chute slab and determine spacing and concrete cover of reinforcement. Perform scanning along longitudinal paths over the 350-foot length of the spillway at 5 feet spacing across the width of the spillway (~70 feet).
- Perform non-destructive testing using the Slab Impulse Response (SIR) method to detect and define the extent of good versus void/poor support conditions of the spillway slab. Perform testing in accordance with ASTM C1740-Standard Practice for Evaluating the Condition of Concrete Plates Using the Impulse-Response Method. Perform testing on a 10-foot by 10-foot grid spacing (6 tests on width X 34 tests on length = 204 test locations).
- Perform non-destructive testing consisting of impact-echo testing at 10 locations to determine slab thickness and locate potential voids within spillway slab in accordance with ASTM C1383.
- Perform destructive testing consisting of drilling small diameter (3/4-inch) holes through the spillway slab at up to six locations to investigate potential voiding under the slab. Clean holes with a stiff bristle brush to clean the sides of the holes. Insert borescope in holes to document the concrete/subgrade interface for potential voiding. Following testing, patch holes with a non-shrink grout.
- Perform destructive testing consisting of drilling 6-inch diameter cores at up to 3 locations to depths up to 5 feet below top of slab to extract concrete cores and observe subgrade conditions. Wrap concrete core after extraction and store in prefabricated storage boxes. Following testing, prepare sidewalls of concrete and patch holes with non-shrink repair mortar.
- Perform laboratory compressive strength testing on up to 3 concrete cores in the as-received condition in accordance with ASTM C42.
- Perform laboratory pulse velocity testing on the concrete cores prepared for the compressive strength testing.

- Perform laboratory testing on up to 3 concrete cores to determine density, absorptivity, and permeable void values in accordance with ASTM C642: Standard Test Method for Specific Gravity, Absorption and Voids.
- Perform laboratory petrographic examination on up to 1 concrete core in accordance with ASTM C856, Petrographic Examination of Concrete Cores to determine the presence or lack of a distributed air void network, verify if any other deleterious reactions are present in the concrete matrix such as alkali-silica reactions, and to estimate the cement content and water to cement ratio.
- Prepare a data report, that presents the results of the non-destructive, destructive, and laboratory testing for inclusion in the Geotechnical Data Report prepared under Task 4.4.

4.3 Geotechnical Assessment (Borings at Dam)

GEI will perform a geotechnical assessment of the dam and spillway to inform the analyses described in Task 6. The assessment will include the following:

- Reviewing existing available published geologic maps and literature, available unpublished consulting reports, as-built drawings, bare-earth LiDAR imagery, and other existing available reports and information related to the existing conditions of the dam.
- Geologic mapping focused on geomorphic features and geologic exposures at the dam site and landslide area.
- Geophysical surface surveys using seismic refraction, multi-channel analysis of surface waves (MASW), and electrical resistivity methods in the downstream toe area. The purposes of these surveys are to provide data related to depth of rock, thickness of alluvium, subsurface stratigraphy, and shear wave velocity characteristics.
- Shallow test pits in the downstream toe area and dam crest. The purposes of the test pits are to obtain bulk samples of the anticipated gravelly alluvium foundation, dam core, and chimney drain/filter material.
- Seismic Cone Penetration Tests (sCPTs) on the dam crest and in the downstream toe area. The purposes of the sCPTs are to provide data related to the strength of the core material and alluvium foundation material, and shear wave velocity characteristics.
- Geotechnical borings drilled using hollow-stem auger and rotary wash drilling methods in the downstream toe area. The purposes of these borings are to investigate and sample the alluvium foundation materials, and to identify top of bedrock.
- Geotechnical borings drilled using sonic drilling methods coupled with conventional drive sampling on the downstream shell. The purposes of these borings are to investigate and sample the shell materials, alluvium foundation materials, and to identify top of bedrock.
- Downhole P-S suspension logging in selected borings to obtain shear wave velocity measurements in the embankment to inform the seismic analyses under Task 6.
- Conversion of selected borings into open standpipe piezometers. The primary purpose of the piezometers is to provide information on the phreatic surface within the embankment. A secondary purpose of the piezometers is to allow for future permeability testing if needed during final design.

- Geotechnical laboratory testing of selected soil samples focused on material characteristics and engineering properties of the embankment and alluvium foundation for use in the liquefaction and stability analyses performed in Task 6.

The geophysical surface surveys are non-invasive and are not required to be included in DPPs for FERC/DSOD review and approval. These surveys will be prioritized and scheduled first.

The invasive investigations (sCPTs, test pits, and borings) will be performed after completion of the geophysical surveys and after receiving approval from FERC/DSOD and will be conducted in a phased approach. Phase 1 will include the sCPTs, crest borings, and downstream toe borings and test pits. Phase 2 will include the downstream shell borings. Platforms would be constructed on the downstream face, and a crane would be used to lift the drill rig onto the platforms for the downstream shell borings.

The locations of the proposed explorations under this Task are shown in Figure 4-1. Details of the proposed explorations, including phasing, target depth, and proposed in-situ testing and instrumentation are summarized in Table 4-1. The figures and table are provided at the end of this scope of work.

4.4 Geotechnical Data Report

GEI will prepare a Geotechnical Data Report (GDR) to present the data collected during the field exploration program performed under Task 4.3. The GDR will include a site plan showing the locations of the explorations, logs of borings and CPTs, the results of the geophysical surveys and downhole logging, laboratory test results, as-built piezometer and inclinometer drawings. The coring report described in Task 4.2 will also be included with the GDR. A draft GDR will be prepared for District review/comment followed by a final GDR for submittal to DSOD and FERC.

4.5 Geotechnical Assessment Report

GEI will evaluate the data in the GDR and prepare a Geotechnical Assessment Report (GAR). The GAR will present the evaluation of the subsurface data to determine if the materials below the dam are potentially liquefiable and inform additional seismic stability analyses (described in Task 6). The GAR will include a site-specific geologic map, geologic cross sections and profiles, and descriptions of the composition of the subsurface materials comprising the dam, foundation, and spillway. The GAR will also present conclusions and recommendations regarding the dam composition and foundation, the susceptibility of the foundation alluvium to liquefaction, how the composition of the dam may affect the stability of the embankment, and how the composition and zoning of the spillway wall backfill may affect the stability of the structure. If the borings in the spillway described in Task 4.2 are performed, the GAR will also include discussions related to how well the concrete of the spillway is bonded to the underlying bedrock and an assessment of the condition of the bedrock/foundation material. A draft GAR will be prepared for District for review/comment followed by a final GAR for submittal to DSOD and FERC.

Task 4 Deliverables:

- One Health and Safety Plan (HASP)
- One draft/final Drilling Program Plan (DPP) for Dam Investigations

- One draft/final Drilling Program Plan (DPP) for Spillway Cores
- One draft/final Geotechnical Data Report (GDR)
- One draft/final Geotechnical Assessment Report (GAR)

Task 4 Assumptions:

- The District will provide the operator and a backhoe to excavate the proposed test pits.
- The District will provide an operator and the equipment to backfill and compact the test pits to restore the dam to its original condition in accordance with the approved DPP.
- All necessary right-of-entry approvals will be obtained by the District before the start of fieldwork.
- Special regulatory requirements may require additional costs.
- GEI field staff can use the District's bunkhouse at Ruth Lake for overnight stays.
- The downstream toe borings can be drilled, surveyed and instrumented in 6 total days (3 days per hole).
- The downstream shell borings can be drilled in 2 days (4 total days).
- Suspension logging will take one mobilization and one day for each hole.
- Each piezometer installation will take 1 day to install.
- Each drill platform will take 1 day to construct and 1 day to deconstruct.
- Design, engineering, or regulatory compliance costs associated with the decks are not considered. Any necessary modifications to meet local regulatory building codes, environmental regulations, or other safety and structural requirements, including but not limited to permits, geotechnical studies and inspections will be treated as additional costs to the project.
- Crane rental for duration of downstream shell borings.
- The crane is able to freely access the downstream shell from both the dam crest and the dam toe.
- The sCPTs can be completed in 2 days.
- The test pits can be excavated in 1 day.
- Each workday includes 9 hours on-site.
- Each work week includes 6 nights of lodging, meals and incidental expenses for GEI staff.
- The work will be subject to prevailing wage requirements.
- Drilling can occur during normal business hours, i.e., Monday through Friday between the hours of 7 am and 7 pm.
- The work schedule is not interrupted by weather, site conditions or other unforeseen delays.
- No work will occur on Sundays or holidays.
- Water can be pumped from the reservoir.
- The soils and bedrock encountered in the borings will be free of hazardous substances and can be disposed of at a non-hazardous waste facility. The testing and disposal of contaminated drilling fluids/wastes are not included in this proposal.
- Subsurface conditions are such that standard drilling and sampling techniques can be performed.
- An on-site storage facility for samples and a laydown area for equipment will be provided by the District.

- No archeological or cultural resources are present at the proposed exploration locations.
- No biological or environmental constraints are present at the proposed exploration locations.
- No monitoring of piezometers is included. It is assumed that District staff will monitor the piezometers and provide the data to GEI.

5 LiDAR Survey

The District partnered with the USGS to collect a high-resolution LiDAR survey of the Mad River Valley and the Project area. The surfaces derived from the LiDAR survey were provided to GEI during preparation of this scope of work and have a resolution of 0.5 meters. This resolution is judged to be sufficient to complete the Advance Assistance portion of the project and no additional LiDAR surveying is proposed. GEI understands that a relatively recent bathymetric survey of the reservoir has been performed and assumes that the survey data are of sufficient quality for use in the project. Nominal ground survey data will be required to confirm measurements from the LiDAR survey, and to establish the location and elevation of existing improvements, such as utilities, the crest and spillway, existing structures, etc. The District indicated they will request these ground surveys from the surveyor that they use to perform their regular dam monitoring. GEI will provide a basemap showing the features that we would need surveyed to the District so they can convey the scope to the surveyor.

Task 5 Deliverables

- CAD and pdf files of the LiDAR and ground survey data.

Task 5 Assumptions:

- FEMA will accept the USGS LiDAR survey results as the deliverable for this task.
- The available bathymetric survey data is of sufficient quality for this project.
- The District's surveyor will collect ground survey data for the project.

6 Seismic Stability Analysis and Alternatives Assessment

6.1 Stability Analysis

Using the data collected in the field investigation, GEI will assess the vulnerability of the foundation and embankment soils to liquefaction triggering using current state-of-practice simplified methods such as Boulanger & Idriss (2016), Cetin et al. (2018), Rollins et al. (2021), and Rollins et al. (2022). If the foundation or embankment soils are found to be susceptible to liquefaction triggering, the liquefied residual strength of the soils will be estimated using empirical methods (e.g., Weber et al., 2022).

The stability of the embankment will be assessed using the limit equilibrium technique implemented in Slope/W for three cross-sections. We anticipate these analyses will be performed

for one cross section at the maximum section of the dam over the alluvial foundation. The Slope/W analyses will evaluate the stability of the dam under static (full and partial pool), rapid drawdown, PMF, and seismic (pseudo-static) loading conditions as well as for the post-liquefaction condition using liquefied residual strengths.

GEI will also evaluate the seismic stability of the spillway left retaining wall using pseudo-static gravity stability analyses and the state-of-practice methods for evaluating seismic earth pressures on retaining structures (e.g., Candia Agusti & Sitar, 2013; Mikola & Sitar, 2013). The structural wall shear and bending capacity will be evaluated, as well as sliding and overturning of the wall. Bearing capacity is assumed to not be a significant issue due to the hard sandstone rock foundation and therefore is not scoped. Up to seven sections of the wall will be analyzed.

The spillway right wall and slope is assumed to be stable based on previous studies and was therefore not scoped herein.

6.2 Seismic Slope Deformation Analysis

GEI will evaluate the potential seismic deformation of Matthews Dam using simplified methods from Bray & Macedo (2019) for shallow crustal earthquakes and Macedo et al. (2023) for subduction zone earthquakes. These analyses will be informed by the pseudo-static stability analyses performed in Task 6.1. Note that these methods may not be applicable if liquefiable materials are identified; therefore, nonlinear deformation analyses (FLAC analyses) may be needed. The scope for the optional FLAC analyses is described in the Optional Tasks section.

In the event the data collected under Task 4 indicate the potential for the alluvium to lose strength, appropriate residual shear strengths will be estimated for the alluvium using empirical methods. The strengths would be assigned to the applicable alluvial materials after an earthquake and a post-earthquake stage would be analyzed to assess the post-earthquake stability.

6.3 Develop Remedial Alternatives

GEI will prepare three remedial alternatives to address the seismic stability concerns at Matthews Dam. At this time, it is unknown which potential vulnerabilities may require remediation or to what extent. For the purposes of scoping the level of effort for this task, we assume liquefaction instability of the dam in the downstream direction requires remediation. More specifically, we assume a downstream buttress, deep soil mixing, or similar alternative that do not impact the outlet works or spillway would be feasible alternatives.

GEI will prepare three remedial alternatives considering their potential cost, constructability, and effectiveness for addressing the identified issues. Two conceptual drawings will be prepared for each alternative, showing a plan and section of the alternative. In order to appropriately size the alternatives, simplified slope stability analyses performed using the methods described in Task 6.1 will be performed for the remediated geometry. Concept-level construction cost will be evaluated for each alternative using a Class V cost estimate for the purpose of relative cost comparison between alternatives.

6.4 Draft Seismic Stability and Alternatives Analysis Reports

GEI will document the results of the analyses in Tasks 6.1, 6.2, and 6.3 in into the following technical memoranda (TM):

- Material Properties and Strength Characterization TM. This TM will document the development of the modeling parameters for the foundation and embankment soils using the data obtained in the Task 4 field investigations.
- Liquefaction Analysis TM: This TM will address whether liquefaction of the alluvium is expected to trigger in the design earthquake.
- Embankment Seismic Stability TM: This TM will document the results of the limit equilibrium slope stability analyses of the embankment and the simplified seismic slope deformation analyses. Tables and figures will be included as necessary to convey the model and results to the District, FERC, and DSOD.
- Spillway Left Wall Seismic Analysis TM: This TM will document the results of the structural analysis of the left spillway wall.
- Alternatives Analysis TM: This TM will document three proposed alternatives for addressing the seismic concerns at Matthews Dam. The TM will include two drawings for each alternative (six drawings total). A discussion of the benefits and drawbacks of each alternative and the estimated concept-level construction cost will be provided.

GEI will prepare drafts of the TMs listed above and submit to the District/DSOD/FERC for review and comment. We have assumed these TMs will be prepared in one draft and one final version. If optional geotechnical investigation tasks are executed, we assume those investigations are performed prior to starting the related analyses/TM.

6.5 Final Seismic Stability and Alternatives Analysis Reports

Upon receipt of comments from the District/DSOD/FERC, GEI will respond to comments received and prepare final TMs. We have assumed an allowance for the effort involved in responding to District/DSOD/FERC comments. However, if significant comments or requests for additional analyses are received, we may need to adjust the level of effort required based on the actual comments received.

6.6A Seismic Hazard Analysis

To evaluate the existing dam and appurtenant structures under seismic loading, GEI will perform a deterministic seismic hazard analysis (DSHA) and probabilistic seismic hazard analysis (PSHA). The DSHA will identify and characterize significant seismic sources, including both nearby shallow crustal faults and the Cascadia Subduction Zone, and evaluate their seismic hazard potential at the appropriate deterministic design level considering their slip rate and the DSOD "high" hazard classification for the dam. Ground motions for shallow crustal sources will be evaluated with the NGA-West2 ground motion models (GMMs) and the NGA-Sub GMMs for the Cascadia Subduction Zone. These relationships represent the current state-of-practice for seismic hazard analyses in the Western United States. The DSHA results will meet DSOD and FERC criteria and will be used for all seismic evaluations a part of this project, unless the District elects to use a more conservative seismic design criteria.

The PSHA will be performed using the U.S. Geological Survey (USGS) nshmp-haz-v2 software. The 2023 National Seismic Hazard Map (NSHM) is based on a new earthquake rupture forecast (ERF) developed using a similar "grand inversion" methodology as the Third Uniform California Earthquake Rupture Forecast (UCERF3), which incorporates geodetic and other constraints into the model as well as multi-fault ruptures. The new ERF describes the probabilistic locations, sizes, and rates of potential earthquakes and uses ground motion models (GMMs) to define probabilistic levels of ground shaking conditioned on characteristics of the earthquake rupture, the site, and the source-to-site distance. The 2023 NSHM ERF supersedes UCERF3 and is the current state-of-practice for PSHAs in the Western United States. The PSHA results will be used for the upcoming FERC Comprehensive Assessment in 2026.

The PSHA will provide mean hazard curves and disaggregations for peak ground acceleration (PGA) and spectral periods of 0.2 seconds, 1.0 second, and those applicable to the dam. Uniform hazard spectra (UHS) will be produced for return periods of 150, 475, 975, 2,475, 5,000, 10,000, and 30,000 years.

Similar to the above, GEI will prepare a draft and final SHA report documenting the fault sources, site characterization (V_{s30}), selected GMMs and weightings, inputs required to perform the deterministic analysis, and all PSHA and DSHA results.

6.6B Seismic Subject Matter Expert Services

The lead for the SHA will participate in the 2026 PFMA and L2RA workshops as the Seismic Subject Matter Expert (SME) and will prepare a presentation documenting the results of the SHA. The SME will also contribute to writing the Comprehensive Assessment Pre-Inspection Preparation Report (CA-PIPR), the PFMA/L2RA report, the Comprehensive Assessment Report (CAR), and will assist in preparing slides for the CAR Review Meeting. Level of effort for this task is per Addendum #1 of the RFQ and includes an allowance of 20 hours to support the CA-PIPR, 20 hours to attend the PFMA/L2RA Workshops, 8 hours to support the PFMA/L2RA report, 10 hours to support the CAR report, and 2 hours to support development of the CAR Review Meeting slides.

Task 6 Deliverables:

- One draft/final Material Property and Strength Characterization TM
- One draft/final Liquefaction Analysis TM
- One draft/final Embankment Seismic Stability TM
- One draft/final Spillway Left Wall Seismic Analysis TM
- One draft/final Seismic Hazard Analysis TM
- One draft/final Alternatives Analysis TM

7 Stability Retrofit Design

7.1 30% Design

Upon selection of the preferred remedial alternative, GEI will prepare 30% design drawings, specifications outline, and an Opinion of Probable Construction Cost (OPCC) and construction

schedule. For the downstream berm assumed for design, we anticipate about 35 drawings would be needed for final design, with the following 25 drawings anticipated to be prepared at 30% design:

- Title Sheet
- Sheet Index
- General Notes, Abbreviations, and Symbols
- Plan of Existing Conditions and Utilities
- Overall Site Plan
- Survey Control Plan
- Ownership, Easement, and Right-of-Way Plan
- General Construction Site Development Plan (2 Sheets)
- Site Restoration Plan (2 Sheets)
- Subsurface Exploration Plan (2 Sheets)
- Overall Site Demolition Plan
- Demolition Details
- Embankment Dam General Arrangement
- Borrow Area Excavation Plan
- Borrow Area Excavation Sections
- Embankment Excavation Plan
- Embankment Excavation Sections (2 Sheets)
- Embankment Dam Plan
- Embankment Dam Profile
- Embankment Dam Sections
- Embankment Dam Details (1 Sheet)

The 30% design package will be submitted to the District for review and comment. Comments from the District will be incorporated into the 65% design described below. We understand that the District does not intend to submit the 30% design to DSOD or FERC. If optional geotechnical investigation tasks or surveying are executed, we assume those investigations are performed prior to starting the 30-percent analysis and design.

7.2 65% Design (Draft)

GEI will respond to District comments received at the 30% design stage (Task 7.1) and prepare draft versions of the 65% design report, drawings, and OPCC and schedule. Specifications will be prepared at this stage. The design report will include initial drafts of key technical memoranda needed to support the design. A final design report and technical memoranda will be completed at the 90% design level. The following 30 drawings are anticipated to be prepared at 65% design:

- Title Sheet
- Sheet Index
- General Notes, Abbreviations, and Symbols
- Plan of Existing Conditions and Utilities
- Overall Site Plan
- Survey Control Plan

- Ownership, Easement, and Right-of-Way Plan
- General Construction Site Development Plan (2 Sheets)
- Site Restoration Plan (2 Sheets)
- Subsurface Exploration Plan (2 Sheets)
- Overall Site Demolition Plan
- Demolition Details
- Embankment Dam General Arrangement
- Borrow Area Excavation Plan
- Borrow Area Excavation Sections
- Embankment Excavation Plan
- Embankment Excavation Sections (2 Sheets)
- Embankment Dam Filter and Drainage Plan
- Embankment Dam Filter and Drainage Sections
- Embankment Dam Plan
- Embankment Dam Profile
- Embankment Dam Sections
- Embankment Dam Details (4 Sheets)

The draft 65% design package will be submitted to the District/DSOD/FERC for review and comment.

7.3 65% Design (Final)

Upon receipt of comments from the District/DSOD/FERC, GEI will respond to comments received and prepare final versions of the 65% design report, drawings, specification, and OPCC and schedule. The final 65% design drawing list is assumed to be the same as listed in Task 7.2. We have assumed an allowance for the effort involved in responding to District/DSOD/FERC comments. However, if significant comments or requests for additional analyses are received, we may need to adjust the level of effort required based on the actual comments received.

Task 7 Deliverables:

- 30% drawings
- Specifications outline at 30% design
- 30% Opinion of Probable Construction Cost (OPCC) and schedule
- Draft/final 65% Design Report w/ Technical Memoranda (TMs) as appendices
- Draft/final 65% drawings
- Draft/final specifications at 65% design
- 65% draft/final Opinion of Probable Construction Cost (OPCC) and schedule

Task 7 Assumptions:

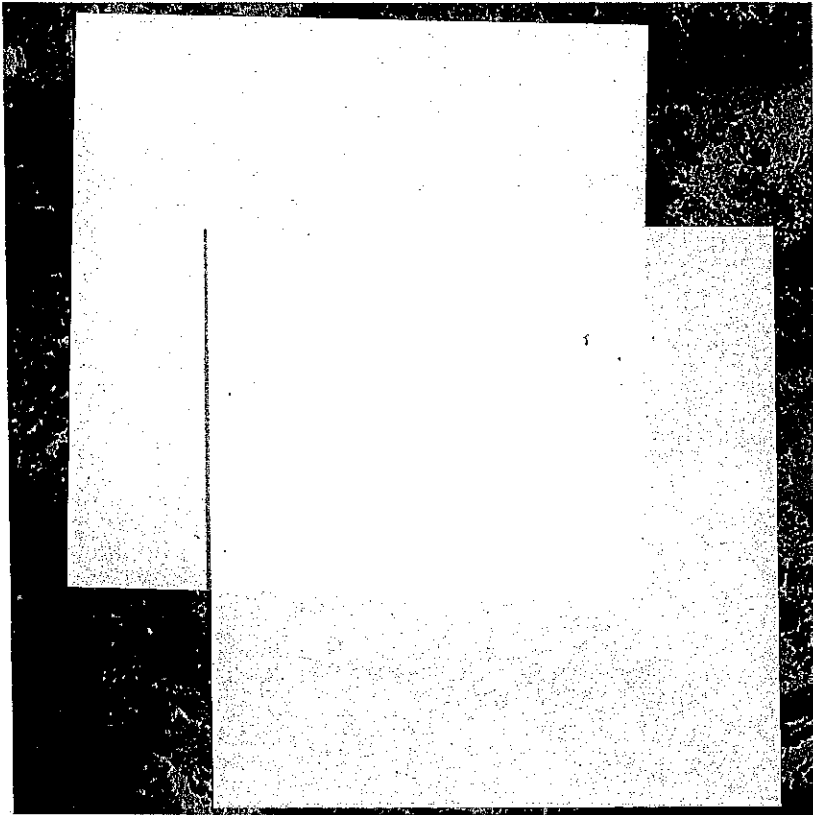
- The design will consist of a downstream berm that does not impact the outlet works, spillway, or other appurtenances. Details of moving the switchyard would be determined during the 90-percent design. If any instrumentation is required as a part of the design, it will be designed in the 90% design stage.

- 25 sheets in the 30% design stage drawings package.
- 30 sheets in the 65% design stage drawings package.
- 6 most critical technical specifications would be developed at the 65% design stage and the remaining technical specifications and Division 01 specifications would be developed during 90-percent design.
- The technical memoranda included in the 65% design report will include: Design Criteria TM, Embankment Evaluation TM, Materials Handling TM, Construction Sequencing TM, and Filter Compatibility TM. The Embankment Evaluation TM will be based on simplified seismic analyses; nonlinear deformation analysis is an optional task discussed below.

8 Environmental Special Studies

GEI will retain the services of Stillwater Sciences (Stillwater) to perform the biological, botanical, and aquatic resource studies for the project. GEI's cultural resource staff will perform the cultural studies for the project. The limits of the Environmental Study Area for the studies to be performed under this task are shown in Figure 8-1. These limits are intended to be broad enough to cover the limits of a possible downstream berm, possible spillway improvements, possible borrow and staging areas, and access roads between these areas.

Figure 8-1 Environmental Study Area



8.1 Biological Resources

Existing Information Review

Stillwater will review preliminary Project details and other background materials provided by GEI and the District, as well as prior relevant environmental permitting documents and/or technical reports in support of other activities on Matthews Dam, if available.

Stillwater will query and review U.S. Fish and Wildlife Service's (USFWS) Information for Planning and Conservation (IPaC) tool, California Department of Fish and Wildlife's (CDFW) California Natural Diversity Database (CNDDDB), which includes the northern spotted owl database identifying activity centers (best available information on nest locations), California Native Plant Society's (CNPS) online Inventory of Rare and Endangered Vascular Plants of California, and designated critical habitat maps to develop a comprehensive list of the special-status species of concern potentially occurring in the Project vicinity prior to a site visit. A preliminary assessment of the potential for each species to occur in or near the Environmental Study Area will be made based on the species' range, habitat requirements, and the location and date of occurrences in the databases.

Site Visit and Habitat Mapping

Two Stillwater biologists will participate in a one-day site visit to map general habitat types, evaluate the Environmental Study Area to identify the potential for special-status plant and wildlife

species to be present, identify areas with the potential to support nesting birds or other special-status wildlife, and identify measures to avoid potential environmental impacts. Observations of any special-status plant and wildlife species during the site visit will be recorded.

Reporting

Stillwater will prepare a Biological Resources Evaluation (BRE) report for the Project. The report will generally describe special-status fish, wildlife, and botanical resources with the potential to occur in the Environmental Study Area. Vegetation maps of the Environmental Study Area will also be included. This report will be able to support multiple permitting pathways, including the Biological Assessment and the Biological Resources - Affected Environment section of the CEQA document.

Task 8.1 Deliverables:

- One draft/final Biological Resources Evaluation Report

Assumptions:

- The survey area includes the Environmental Study Area shown in Figure 8-1 and a 50-foot buffer.
- Protocol-level wildlife surveys will not be performed during the site evaluation, nor will state- or federal-survey/collection permits be obtained.
- Protocol-level special-status plant surveys will be conducted during follow-up visits consistent with appropriate blooming periods (see Task 8.2).

8.2 Botanical Resources

Stillwater will conduct two protocol-level botanical surveys (one day each) to identify the presence/absence of special-status plant species and sensitive natural communities in the Environmental Study Area, as identified during the BRE existing information review (Task 8.1). Surveys will be conducted in spring and summer 2025 to capture appropriate blooming windows.

Methods and results of the desktop analyses and field surveys will be analyzed and presented in a special-status plant and sensitive natural community technical memorandum. The report will include copies of CNDDDB forms and maps of documented special-status plant populations and sensitive natural communities, if applicable.

Task 8.2 Deliverables:

- One draft/final Botanical Resources Technical Report.
- Spatial files of any sensitive botanical resource identified in the Environmental Study Area.

Task 8.2 Assumptions:

- The survey area includes the Environmental Study Area shown in Figure 8-1 and a 50-foot buffer.
- Each survey will not exceed one 14-hour day for a crew of two staff (inclusive of travel time and expenses).
- A tree survey and inventory report will not be required.

8.3 Aquatic Resources

Stillwater will delineate potential waters of the U.S. and the State, including potential USACE Jurisdictional Waters and Wetlands, using methods and protocols described in the USACE (1987) Wetland Delineation Manual as well as the updated data form and hydrophytic vegetation, hydric soils, and wetland hydrology indicators featured in the Western Mountains, Valleys, and Coast regional supplements to the USACE (1987) Wetland Delineation Manual (USACE 2008). All potential wetlands and waters will be delineated onto aerial photography of the Environmental Study Area. Data collected during the survey will be summarized and Stillwater will prepare a Preliminary Delineation of Waters and Wetlands Report, the content of which can be used in preparing the USACE 404 and RWQCB 401 permit applications under Task 9 for the Project.

Task 8.3 Deliverables:

- One draft/final Preliminary Delineation of Waters and Wetlands Report.
- Spatial files of aquatic resource delineated within the Environmental Study Area.

Assumptions:

- The survey area includes the Environmental Study Area shown in Figure 8-1 and a 50-foot buffer.
- The wetland delineation will not exceed one 14-hour day for a crew of two staff (inclusive of travel time and expenses) and will include a maximum of 3 paired plots to delineate discrete wetland areas, as necessary.
- A USACE field verification of the waters/wetlands delineation will not be required.

8.4 Cultural Resources

GEI's cultural resources staff will conduct a cultural resources investigation of the Environmental Study Area shown in Figure 8-1 to meet the requirements of CEQA and Section 106 of the National Historic Preservation Act (NHPA). Because FEMA will use the results of the cultural resources investigation to support its obligations, GEI will conduct the survey to NHPA Section 106 standards.

GEI archaeologists will prepare a map of the Area of Potential Effects (APE), conduct a records search at the North West Information Center of the APE and a ½ mile buffer, conduct an intensive pedestrian survey of the APE, and request a Sacred Lands database search from the California Native American Heritage Commission (NAHC). GEI architectural historians will also conduct a survey of the APE to record any historic-era (more than 45 years old) built environment resources (dam and reservoir). Background research will also be conducted.

Upon completion of the cultural resources archival research and survey, GEI will prepare a draft Cultural Resources Inventory and Evaluation Report for the District's review. After addressing the District's comments/edits, GEI will prepare a final Cultural Resources Inventory and Evaluation Report.

Task 8.4 Deliverables:

- One draft/final Cultural Resources Inventory and Evaluation Report.

Assumptions:

- This scope does not include recordation of any archaeological resources or Tribal cultural resources.
- This scope does not include evaluation or mitigation of any archaeological resources.

9 Permitting

9.1 Permitting Technical Memorandum

GEI environmental staff will prepare a Permitting Technical Memorandum (TM) that identifies environmental permits and approvals required for the project, outlines key requirements, and provides a schedule. Environmental permits and approvals that will be addressed include CEQA compliance and other permits and approvals from Federal, State, and local agencies. The following information will be provided for each permit and approval: agency and contact information; applicable regulations and requirements; information, data, analysis, studies, and/or modeling required for the application; and applicability to the proposed project. The TM will outline the permitting pathway for the project and identify critical issues, decision points, and discuss strategies. Additionally, a schedule will be developed with key milestones for each permit and approval.

Task 9.1 Deliverables:

- One draft/final Permitting Technical Memorandum

9.2 Clean Water Act Section 404 Dredge/Fill Permit

It is assumed that the proposed project will result in the discharge of dredge or fill material into waters of the United State and require an authorization from USACE pursuant to Section 404 of Clean Water Act (CWA). Moreover, it is assumed that the proposed project will qualify for a nationwide permit (NWP) such as NWP 3 for maintenance.

The Pre-Construction Notification (PCN) package will consist of, among other items, the PCN Form and PCN Continuation (i.e., information that does not fit on the form itself). Additionally, the PCN Package will include the BA prepared in Task 9.6 and the Cultural Resources Report prepared in Task 8.4. The draft PCN package will be submitted to the District for review. After addressing the District's comments/edits, GEI will prepare and submit the final PCN package to USACE.

As the agent, GEI will also coordinate with USACE. Although not required, GEI recommends conducting a pre-application meeting with USACE. Therefore, GEI will submit a request for, and take the lead in, the pre-application meeting. Following submittal of the NWP package, GEI will coordinate with USACE on an as needed basis. Finally, GEI will review the authorization once issued by USACE.

Task 9.2 Deliverables:

- One draft/final Pre-Construction Notification Form and Continuation

Assumptions:

- USACE will not require an Individual Permit.
- USACE will not require an Alternatives Analysis and/or Public Interest Review.
- USACE will not request additional technical memoranda.
- The District will pay the mitigation performance security (not included in this estimate).
- This task includes up to 12 hours of agency coordination.

9.3 Clean Water Act Section 401 Water Quality Certification

Because it is assumed that the proposed project will require an authorization from USACE, a water quality certification (WQC) pursuant to CWA Section 401 will also be required. Because the proposed project is subject to FERC regulations, the WQC application must be submitted to the State Water Resources Control Board (SWRCB). During the application process, SWRCB will request comments from the North Coast Regional Water Quality Control Board.

The WQC Application package will consist of, among other items, the WQC Application Form, WQC Application Continuation (i.e., information that does not fit on the form itself), and a Water Quality Technical Memorandum. The technical memorandum will address compliance with water quality standards and beneficial uses from the Basin Plan. The draft WQC Application package will be submitted to the District for review. After addressing the District's comments/edits, GEI will prepare and submit the final WQC Application package to SWRCB.

As the agent, GEI will also coordinate with SWRCB. GEI will submit a request for, and take the lead in, the pre-filing meeting. Following submittal of the WQC application package, GEI will coordinate with SWRCB on an as needed basis. Finally, GEI will review the WQC once issued by SWRCB.

Task 9.3 Deliverables:

- One draft/final Water Quality Certification Application Form and Continuation
- One draft/final Water Quality Technical Memorandum

Assumptions:

- GEI will not prepare an application to amend the FERC exemption.
- SWRCB will not require an Alternatives Analysis.
- The District will pay the application fees.
- SWRCB will not request additional technical memoranda.
- The District will pay the mitigation performance security (not included in this estimate).
- This task includes up to 12 hours of agency coordination.

9.4 Trinity County Conditional Use Permit

GEI will prepare a conditional use permit for the project. It is assumed that the District will pay all permit fees.

9.5 Trinity County Encroachment Permit

GEI will prepare an encroachment permit for the project. It is assumed that the District will pay all permit fees.

9.6 Biological Assessment and Biological Opinion

Because of the potential presence of suitable habitat for at least one federally-listed wildlife species, the lead federal agency will need to consult with USWFS under Section 7 of the ESA. Stillwater will prepare a Biological Assessment (BA) for the Project in sufficient detail to determine to what extent it may affect any federally listed threatened, endangered, or proposed listed species, or if the Project could adversely modify designated critical habitat within the Environmental Study Area. Federally-listed species that could potentially require analysis in the BA include, but are not limited to California condor, yellow-billed cuckoo, northern spotted owl, southern Oregon/northern California coast coho salmon, steelhead (northern California DPS summer-run and northern California DPS winter-run), California coastal Chinook salmon, Chinook salmon (upper Klamath and Trinity Rivers ESU), monarch butterfly, Lassics lupine, and northwestern pond turtle. The BA will be suitable for use by the lead federal agency for their consultation with USFWS and National Marine Fisheries Service (NMFS) if applicable.

Task 9.6 Deliverables:

- An Administrative Draft of the BA will be submitted to the District for review.
- A Final Draft of the BA will be developed, addressing all applicable comments.

Assumptions:

- An informal consultation process will be sufficient for this Project (i.e., the Project will be determined not likely to adversely affect species or critical habitat).
- The BA will address species under the jurisdiction of both the USFWS and NMFS if applicable.
- The USFWS or United States Forest Service (USFS) will provide northern spotted owl habitat data layers to assess habitat suitability in the Environmental Study Area.
- If the Project results in removing suitable habitat within the home range of a northern spotted owl Activity Center or within critical habitat, an expanded effects analysis may need to occur (not included in this scope).
- A draft will not be distributed to regulatory agencies prior to the completion of the Final Draft.
- This task includes up to 12 hours of agency coordination.

10 CEQA Document

10.1 Prepare CEQA Document

As previously stated, the seismic retrofit activities are assumed to include a berm on the downstream side of the existing dam. Modifications to the existing spillway may also be necessary.

Because the proposed project may result in potentially significant impacts to environmental resources, such as air quality, biological resources, cultural resources, and tribal cultural resources, it is assumed that the appropriate CEQA document is an environmental impact report (EIR).

GEI will participate in three technical meetings to discuss and update the project description, formulate a reasonable range of feasible project alternatives that reduce significant environmental impacts as required by CEQA, establish the administrative record process, and prepare a stakeholder distribution list for the Draft EIR (DEIR) (starting with the list from the NOP). GEI will prepare updates to the initial Project Description prepared under the design contract, including figure edits. Edits/additions include finalizing the description of temporary flow changes downstream during construction, finalizing construction details while maximizing flexibility for minor changes, and any final revisions to construction staging areas. GEI also will prepare a description of alternatives for inclusion in the EIR, including the No Project Alternative, focusing on the options to design and construct the project, while avoiding and reducing significant environmental impacts when feasible.

Also, GEI will prepare a schedule that documents the CEQA tasks outlined herein. It is assumed that the schedule will be revised on a quarterly basis.

10.2 Scoping Meeting

Pursuant to Section 15082(c) of the CEQA Guidelines, GEI will assist the District with a scoping meeting. The meeting will be held with relevant agencies and stakeholders to determine the scope and content of the EIR. It is assumed that the meeting will be held online (e.g., Teams). GEI will prepare an agenda and brief PowerPoint presentation and assist the District in conducting the meeting. Following the scoping meeting, GEI will disseminate meeting notes to the District.

10.3 Prepare a Notice of Preparation (NOP) and Initial Study (IS)

Pursuant to Section 15082(a) of the CEQA Guidelines, a Notice of Preparation (NOP) is required to be submitted to the State Clearinghouse (SCH) once a lead agency determines that an EIR will be prepared. GEI will prepare the NOP to include the project description (see Task 10.1) and potential environmental effects.

Jointly with the NOP, GEI will prepare an Initial Study (IS). As provided in Section 15063(c) of the CEQA Guidelines, an IS can be prepared to assist in the preparation of an EIR by identifying the impacts determined not to be significant. For specific environmental resources (e.g., traffic/transportation), the IS will include an environmental setting, impact description using the CEQA Appendix G Checklist, and any implementable mitigation measures to reduce any impacts to less-than-significant levels. It is assumed that project impacts determined to not result in significant impacts in the IS will not require reevaluation in the EIR.

10.4 Preliminary Draft EIR

GEI will use information from the biological and cultural reports (see Task 8.4) to prepare the environmental analyses of the project on biological, cultural, and tribal cultural resources in the DEIR. No new technical reports are needed or proposed. However, under this subtask, GEI will use

CalEEMod to quantify criteria air pollutant and greenhouse gas (GHG) emissions from construction activities, and incorporate results directly into the DEIR environmental analyses, with an appendix of model outputs for these resource topics. A health risk assessment is not needed due to the limited period of construction emissions.

Using the Project Description finalized in Task 10.1, GEI will evaluate all resource topics and associated criteria identified in Appendix G of the CEQA Guidelines in the IS for which the project was determined to have potentially significant effects. This scope assumes that only a maximum of six different resource topics will be analyzed in a focused EIR, as all other topics are assumed to be focused out using the NOP/IS process. For each resource topic, GEI will describe the environmental and regulatory setting, significance criteria, methods used to evaluate impacts, and impact analyses with mitigation measures, as needed. During preparation of the impact analyses, GEI will also identify any environmental impacts that result in resource benefits, as these are helpful when preparing findings where both project-related impacts and benefits are considered.

We will coordinate with the District to collect relevant information needed to evaluate the project's impacts with sufficient level of substantive information to meet CEQA requirement of an EIR. To assess aesthetics impacts related to public views, GEI will conduct a site visit to photograph key observation points from public viewpoints to use in the DEIR, however visual simulations are not proposed. Information generated from these analyses will be incorporated directly into the Preliminary DEIR resource topic analyses.

For the cumulative impacts analysis, GEI will use the list of past, present, and reasonably foreseeable projects from recent District projects along with any similar scale and type of additional projects identified by GEI or District staff. The cumulative impact analysis will discuss the incremental effects of the project within the geographic context of cumulative impacts for each resource topic at a lesser level of detail than the effects of the project alone. The alternatives analysis will discuss the alternatives development/screening process conducted by the design team and GEI, identify alternatives considered but dismissed, and evaluate a reasonable range of alternatives considered, including the No Project Alternative, in comparison to the proposed project. As with all documents provided to the District, GEI will provide technical and editorial review of the Preliminary Draft EIR prior to submitting it to the District.

10.5 Draft EIR Review Meeting

GEI will participate in and lead two meetings with the District to review the first two drafts of the Preliminary DEIR. It is assumed that the review meeting will take place electronically (e.g., Teams). There are no deliverables associated with this task.

10.6 Prepare Public Draft EIR

Following receipt of comments from the District, GEI will coordinate with the District to resolve any substantive issues or concerns, including revisions needed based on updates to the engineer design project description, and prepare a print-check DEIR. The final version of the DEIR will be polished and formatted for public distribution, with all technical and editorial errors resolved with the District.

GEI will coordinate with the District to prepare materials and plan for a venue for a public meeting on the DEIR during the public comment period. GEI will prepare all necessary presentation materials, including meeting agenda, a Microsoft PowerPoint presentation, visual aids, handouts, sign-in sheets, and comment cards for meeting attendees. GEI will arrange for the logistics of the meeting venue and production of materials needed. In addition, GEI will arrange for a legal recorder to attend and record the meeting proceedings, including comments made by attendees. A legal recording summary of the public meeting will be included as part of the administrative record and submitted to the District for review.

10.7 Prepare a Notice of Completion (NOC) and Notice of Availability (NOA)

GEI will prepare drafts of the Notice of Availability (NOA) and Notice of Completion (NOC) for filing with the California Office of Planning and Research to meet CEQA filing requirements for the DEIR. The District will finalize the draft NOA and NOC, post all public notices, and submit all associated fees. The District will be responsible for paying filing fees and public posting/distribution of the CEQA document. GEI will submit the DEIR, NOC, and NOA to the State Clearinghouse.

10.8 Prepare Draft Final EIR and Response to Comments

GEI will review, organize, and bracket comments received on the DEIR during the public meeting and public comment period and identify comments requiring discussion with the District. GEI will prepare responses to comments raising significant environmental issues, as required by CEQA. Responses will include reference to substantial evidence to support conclusions as required by the CEQA Guidelines. Up to three GEI staff will attend a meeting to review and discuss written comments on the DEIR and proposed responses and identify comments that require text changes to the DEIR. GEI will then revise the DEIR text, as appropriate, based on comments and responses agreed upon with the District and as a result of corrections, clarifications, or addition of necessary information. GEI will prepare an Administrative Draft FEIR for review by the District.

10.9 Prepare a Mitigation and Monitoring Plan and Notice of Determination

GEI will prepare a CEQA Findings and Statement of Overriding Considerations, if necessary, as required by CEQA for adoption of the EIR. GEI will also prepare a Notice of Determination (NOD) and Mitigation Monitoring and Reporting Program (MMRP) using the mitigation measures identified in the DEIR to satisfy requirements of CEQA Guidelines Section 15074(d). A table will be prepared which identifies each mitigation measure, time of implementation, monitoring duration, and the responsible parties for implementation and monitoring of mitigation measure implementation and success. The draft CEQA Findings and Statement of Overriding Considerations, NOD, and MMRP will be submitted to the District for review and comment. GEI will then address comments and finalize these documents consistent with the FEIR. Once adopted by the District, GEI will submit the CEQA Findings and Statement of Overriding Considerations, NOD, and MMRP to the State Clearinghouse.

10.10 Prepare Final EIR

Following receipt of comments from the District on the Administrative Draft FEIR, GEI will coordinate with the District to resolve any substantive issues or concerns and prepare a print-check FEIR for final review by the District. Following any final comments, GEI will finalize the FEIR or use by the District in completing the CEQA process.

Task 10 Deliverables:

- Draft and Final Project Description
- CEQA Schedule (updated quarterly)
- Draft and Final Scoping Agenda and PowerPoint Presentation
- Summary of comments made at the scoping meeting
- Draft and Final NOP/IS
- Preliminary DEIR #1
- Preliminary DEIR #2
- Public DEIR
- Draft and Final NOC
- Draft and Final NOA
- Draft and Final public meeting materials for the DEIR
- Summary of comments made at public meeting for the DEIR
- Draft FEIR/Response to Comments
- FEIR/Response to Comments
- Draft and Final CEQA Findings and Statement of Overriding Considerations (if applicable)
- Draft and Final MMRP
- Draft and Final NOD

Assumptions:

- The project description will not be substantially different from the information presented in the NOPS/IS, or change or result in substantial revisions while preparing the Administrative DEIR or FEIR.
- The District will conduct Assembly Bill (AB) 52 consultation and provide information/results to GEI.
- The FEIR schedule and budget can accommodate preparing responses to comments on the DEIR for up to 60 total comments; additional comments can be responded to, but a contract amendment may be required.
- GEI will prepare a maximum of up to six (6) resource topics to be analyzed in the EIR.

11 Project Sub-Application and Final Benefit-Cost Analysis

11.1 Project Sub-Application and Final Benefit-Cost Analysis

GEI will prepare a sub-application, including a Benefit-Cost Analysis (BCA), for the Hazard Mitigation Grant Program (HMGP). It is anticipated that the sub-application will consist of the following sections:

- Sub-applicant information
- Project Narrative and Scope of Work
- Discussion of considered alternatives
- Discussion of Environmental Planning and Historic Preservation Considerations
- Schedule
- Budget and Budget Narrative
- Discussion and cost estimate of Operations and Maintenance
- BCA and BCA documentation
- Attachments including project maps, photographs, documentation of risks, cost share commitment documentation, and standard forms (SF 424, 424C, 424D)

If a disaster declaration does not occur with funds sufficient to justify pursuit of an HMGP application GEI will work with the District in an attempt to identify alternative sources of funding.

Task 11 Deliverables:

- Sub-application, inclusive of BCA.

Task 11 Assumptions:

- A presidentially declared disaster will make HMGP funding available for the Project.
- Existing documents, including the Advance Assistance grant application, will be available for use in developing the sub-application.

Optional Tasks

Grant Amendment/Modification Request

GEI will prepare a request to modify the scope, schedule, or budget of the Advance Assistance grant if changes in the scope are warranted as the investigations and design progress.

Deliverables:

- Advance Assistance scope modification request

Assumptions:

- A request to modify the Advance Assistance grant would include a letter explaining the changes to the scope and revised cost estimate.

Spillway Condition TM and Spillway Slab Condition Assessment Map

GEI can perform a visual assessment of the spillway slab. The assessment will include hammer sounding, and production of condition assessment map. The map will delineate locations of features such as: repairs, drummy concrete, repairs, cracks, spalls, popouts, abrasion, etc. A completed map will aid to inform crack map trends that may indicated deficiencies worth further investigating in the NDE and coring activities. The reporting will include a brief TM highlighting key observations, as well as a map depicting the observations. If the District authorizes this task, it will be most effective if performed prior to the subsurface investigation (Phase 2) of Task 4.2.

Deliverables:

- One draft/final Spillway Condition TM, and supporting condition assessment map

Assumptions:

- It is assumed that walk-up access into the chute is possible, rope access will not be required. The inspection will be of readily observable portions of the spillway slab downstream of the ogee. Features observed and documented on the map will not be surveyed in, but will be approximately located based on publicly available basemap imagery, and/or as-built maps. The scale of the map will be at 1"=30' or better.

Geotechnical Investigation of the Upstream Shell

Based on the results of the initial geotechnical investigation, the upstream shell may need to be investigated with additional borings. Currently, we envision this would include two borings drilled using sonic drilling methods coupled with conventional drive sampling on the upstream shell. The drill rig would be barged in to position to drill through the upstream face. Downhole P-S suspension logging would be performed in both borings. Geotechnical laboratory testing will be performed on selected soil samples. The locations of the proposed upstream shell boring are shown in Figure 4-1 and details of the proposed borings are summarized in Table 4-1. The figures and table are provided at the end of this scope of work.

Deliverables:

- The data obtained from the investigation will be incorporated into the GDR and GAR prepared under Task 4.4 and 4.5, respectively.

Assumptions:

- Each boring can be accessed, drilled, and surveyed in 3 days (6 total days).
- Both borings will be accessed by barge, which will be required for the duration of the investigation.

- All necessary geotechnical information can be gathered within 120 feet from ground surface (240 total feet).
- No grading is required for barge access.
- Decontamination and quarantine of barge and drill equipment is not required.
- Each workday includes 9 hours on site.
- Each work week includes 6 nights of lodging and meals and incidental expenses for GEI staff (approximately 6 days, 7 nights).
- An additional 24 hours of project professional time, 2 hours of senior professional time, and 2 hours of senior consultant review will be required to update the GDR.
- All other assumptions listed in Task 4.

Geotechnical Investigation of the Left Abutment Landslide

GEI recommends investigations in the left abutment landslide to evaluate the potential for the landslide to impact the dam and potentially crack the dam, especially in an earthquake. This is not explicitly requested in the FEMA grant application, but this is mentioned in the previous Part 12D report.

This task includes two borings drilled with hollow stem auger and rotary wash drilling methods along the road between the dam and the landslide, along with one surface geophysics line. Two geophysical lines are proposed extending up the slope. Downhole P-S suspension logging and televiwer surveys would be performed in both borings. Slope inclinometers would be constructed in the borings upon completion. Geotechnical laboratory testing will be performed on selected soil samples. The locations of the proposed landslide boring are shown in Figure 4-1 and details of the proposed borings are summarized in Table 4-1. The figures and table are provided at the end of this scope of work.

Deliverables:

- The data obtained from the investigation will be incorporated into the GDR and GAR prepared under Task 4.4 and 4.5, respectively.

Assumptions:

- Each boring can be accessed, drilled, surveyed and instrumented in 4 days (8 total days).
- All necessary geotechnical information can be gathered within 100 feet from ground surface (200 total feet).
- Each workday includes 9 hours on site.
- Each work week includes 6 nights of lodging and meals and incidental expenses for GEI staff (approximately 8 days, 9 nights).
- An additional 24 hours of project professional time, 2 hours of senior professional time, and 2 hours of senior consultant review will be required to update the GDR.
- The geophysical line locations can be accessed on foot or with an ATV.
- The District will perform any grading and/ or vegetation clearing to provide access to the boring and geophysical lines.
- The geophysical line locations must stay within the project boundary.

- All other assumptions listed in Task 4.
- The data obtained from the investigation will be used to perform the optional Seismic Stability Analysis of the Left Abutment Landslide task.

Deliverables:

- One draft/final Seismic Stability Analysis TM for the left abutment landslide

Assumptions:

- Analysis will be for two cross-sections.

InSAR Evaluation

GEI can purchase existing Interferometric Synthetic Aperture Radar (InSAR) data to evaluate satellite-based detection of millimeter-scale movement onsite (if data available for the site). The data is retro-active and would assess movement or lack of movement that has occurred at the ground surface over previous years. This data could assist with evaluating the left abutment landslide, dam performance, the right abutment slope, and the spillway.

Deliverables:

- InSAR interpretation report from subcontractor

Geotechnical Assessment Updates

If the optional upstream shell borings and landslide borings are drilled the geotechnical assessments under Task 4 will be updated to incorporate the additional data.

Supplemental Geotechnical Investigation

If the alluvium is too coarse (e.g., gravelly) to characterize with standard geotechnical investigation techniques, Becker Penetrometer Testing (BPT) and/or Dynamic Penetration Testing (DPT) may be required. This is typically required for liquefaction investigations where the gravel is more than about 15% to 20% of the material. The scope of this work would depend on the results of the initial field investigation. Therefore, this can be scoped and a level of effort estimated if needed.

Additionally, if the initial data and analysis indicate the left abutment landslide could impact the dam significantly, some additional borings in the upper portion of the landslide may be needed in the future. These would need to be scoped after reviewing the area with a driller to determine if access is possible.

After the 65-percent design, it is anticipated that some supplemental geotechnical investigation could be needed to help finalize the design. This would include geotechnical sampling and testing of potential borrow sources. If deemed necessary, hazardous and contaminated materials testing would also be performed during the supplemental investigation and hasn't been scoped as a part of the current project. This supplemental investigation would be a part of Phase II of the project (e.g., post-65-percent design).

An allowance is shown in the cost estimate, but the actual level of effort will need to be determined based on the actual scope determined in the future.

Additional Data Analysis for TMs

If the optional upstream shell borings and landslide borings are drilled the analyses performed under Task 6 will be updated to incorporate the additional data.

Seismic Stability Analysis and TM of the Left Abutment Landslide

The stability of the embankment will be assessed using the limit equilibrium technique implemented in Slope/W for two cross-sections. We anticipate these analyses will be performed for two cross sections at the maximum section through the portion of the left abutment landslide moving upstream and the maximum section through the portion of the left abutment landslide moving downstream. The Slope/W analyses will evaluate the stability of the landslide and its potential to impact the dam under static, rapid drawdown, and seismic (pseudo-static) loading conditions. Simplified seismic displacement analyses will be performed.

Note that the analysis of the landslide will address the potential for deep-seated landslides that could potentially move and crack the embankment dam; the potential for shallow landsliding that deposits debris on to or adjacent to the dam is assumed to not be required since recent Part 12 Reports have indicated shallow sliding is not a significant dam safety concern.

These analyses will be documented in one draft and one final TM.

Additional for Site-Specific Source Characterization-Based PSHA

As an optional task, GEI will perform a site-specific PSHA for Matthews Dam using the software haz45, which is the industry standard software for performing traditional site-specific PSHAs. This method does not incorporate the advantages of the "grand inversion" methodology discussed above. GEI will research the available scientific literature, studies, and maps relevant to understanding the geologic and seismologic setting of the region near Matthews Dam. The literature review will inform the seismic source characterization (SSC), including source geometry, fault type/style of faulting, seismogenic depth, activity rates, recurrence models, and magnitude characteristics captured through a logic tree. The SSC will identify uncertainties, data gaps, and recommendations for sensitivity analyses. The results of the site-specific PSHA will be compared to the 2023 USGS NSHM results. Based on the disaggregations, an additional DSHA will be performed to determine deterministic scenario events. A safety evaluation earthquake (SEE) spectrum will be developed. These PSHA results, the scenario earthquakes, and SEE will be used for the upcoming FERC Comprehensive Assessment in 2026.

Deliverables:

- One draft/final PSHA TM

Nonlinear Seismic Deformation Analysis with FLAC of Existing Dam

As an optional task, GEI will perform advanced nonlinear deformation analyses using FLAC. The seismic loading will be defined by the time histories developed in Task 6.6. FLAC is the most

commonly used numerical modeling software in the dam industry for evaluating seismic response of embankment dams. The FLAC analyses will consider the maximum 2D cross-section of the embankment. A 2D analysis is consistent with the standard of care and has been previously acceptable to FERC. The maximum cross-section geometry will be defined based on our understanding of the dam construction, incorporating information from the design drawings, construction records, and other historical sources. If deemed necessary, the FLAC analysis could be of a left abutment landslide cross section instead of the embankment dam maximum cross section, but only one cross section is anticipated at this time.

We anticipate the presence of liquefiable soils in the foundation. For this reason, we will use the PM4SAND model to simulate the pore pressure response of the alluvium during seismic loading. PM4SAND is the current industry standard for modeling pore pressure generation for dams. The model will be calibrated to the site-specific properties of the alluvium using the procedures outlined by the PM4SAND authors, who have extensively tested and validated the model.

These embankment materials will be modeled using the Mohr-Coulomb model. The stiffness of the materials will be informed by the seismic velocity testing performed in Task 4, based on our judgement and adjustment for varying gradation. Bedrock foundation properties will be selected based on the seismic velocity testing using a linear elastic material model. Rayleigh damping for all materials would be assumed based on industry-accepted practices.

The nonlinear deformation model will be initialized in stages to model the actual construction of the dam and capture realistic stress states for the materials. This will include the state of the site prior to construction, multiple stages during construction, and the first filling of the reservoir. The seismic analysis stage will be analyzed using compliant and free-field boundary conditions in accordance with typical industry practice (USSD, 2023).

Results of the FLAC analyses will be plotted in terms of permanent embankment shear strain, horizontal deformation, and vertical deformation. Average and peak horizontal and vertical deformation will be extracted from the dam crest to compare against available freeboard. Deformed mesh plots will be prepared to indicate the state of the core, drain zones, and shells after the earthquake. The ability of the existing chimney drain to act as a crack stopper will be assessed using the results of the FLAC modeling.

A TM will be prepared to document the analyses, including: 1) model characteristics, boundary conditions, stress initialization, assumptions, and procedures; 2) the results; 3) uncertainties; and 4) conclusions.

Deliverables:

- One draft/final Nonlinear Deformation Analysis TM for Existing Dam

Assumptions:

- Analysis will be for one cross-section.

Nonlinear Seismic Deformation Analysis with FLAC of Remediated Dam

As an optional task, a FLAC nonlinear deformation analysis of the remediated embankment can be performed and documented in the design report, if required. The scope of work would be the same as described above for the FLAC analysis of the existing embankment, but this analysis would be for the remediated embankment.

If the FLAC analyses are performed, an additional TM will document the analyses, including: 1) model characteristics, boundary conditions, stress initialization, assumptions, and procedures; 2) the results; 3) uncertainties; and 4) conclusions.

Deliverables:

- One draft/final Nonlinear Deformation Analysis TM for Remediated Dam

Assumptions:

- Analysis will be for one cross-section.

Time History Selection

Time histories will be required if the nonlinear seismic deformation analysis with FLAC optional task is executed. GEI will use the results of the SHA to develop two sets of seven, horizontal earthquake time histories to evaluate the response of Matthews Dam to earthquake shaking. One set will consist of time histories from shallow, crustal earthquakes while the other will consist of time histories from subduction zone earthquakes. If the subduction earthquake is more conservative in all respects, the crustal earthquake motions may be omitted. Time histories will be selected based on typical industry practice for identifying existing, natural ground motions that have similar characteristics as the controlling design earthquakes (both crustal and subduction) at Matthews Dam. Specifically, we will generally follow FERC and USSD guidelines (to be published soon) for selecting time histories with the expected mean and variance of important parameters for dam response such as Arias intensity, cumulative absolute velocity, directivity pulses, peak ground velocity, and significant duration. Given the dam's proximity and orientation relative to nearby prominent faults, we will rotate the time histories to their fault normal and fault parallel orientations. We will scale selected time histories without spectral matching to capture variability in the embankment response due to seismic loading, which will make the results more useful for future risk analyses. The time histories will be documented in a separate TM.

Deliverables:

- One draft/final Time Histories TM

Assumptions:

- 2 sets of 7 time histories will be developed (7 shallow crustal, 7 subduction zone)

Finite Element Analysis of Left Spillway Wall

Based on the results of the analyses in Task 6.1, it may be necessary to perform finite element analysis of the retaining wall because of the critical nature of this wall retaining embankment fill,

the extreme wall height, and because of the counterforts which complicate the seismic response of the wall. The exact scope and budget of the analyses would be developed in the future due to uncertainties in the scope and how specialized this type of analysis is. The allowance included in the cost estimate is based on our experience on other projects.

Incidental Take Permit

If it is determined that a state-listed species has the potential to be affected by the Project, the Project may require an Incidental Take Permit (ITP) from CDFW. Stillwater will prepare an ITP Application for the Project describing the Project, the species that have the potential to be impacted by the Project, and analysis of the impacts on the species, measures to avoid, minimize, and/or fully mitigate impacts, and a plan to monitor compliance with the minimization and mitigation measures. Species that could potentially require an ITP for this Project include, but are not limited to, bald eagle, steelhead (northern California Distinct Population Segment summer-run), and Trinity bristle snail.

Deliverables:

- One draft/final ITP application

Assumptions:

- The District will pay the application fees.
- The District will pay the mitigation performance security (not included in this estimate).
- The ITP will cover up to two species.
- The ITP includes up to 20 hours of coordination with CDFW.

Additional Permitting Support

GEI anticipates that additional permitting support will be needed from Stillwater for as-needed general regulatory compliance and permitting coordination as regulatory permits and mitigation requirements are developed and finalized. An allowance of 40 hours of support is included in this task.

Lake and Streambed Alteration Agreement to CDFW

In 2012, the California Department of Fish and Wildlife (CDFW) issued a Long-Term Lake and Streambed Alteration (LSA) Agreement (No. R1-2010-0093). The Long-Term LSA Agreement authorizes diversion and bypass activities, routine and ongoing maintenance activities, and periodic maintenance activities; however, these activities do not seem to apply to seismic retrofits associated with the dam and/or spillway. Nevertheless, as a FERC facility, the proposed project may qualify for Federal preemption. GEI recommends that the District consult with an environmental attorney to determine whether the Federal preemption applies.

If necessary, GEI will prepare a LSA Notification package for the proposed project. The LSA Notification package will consist of, among other items, the LSA Notification Form and LSA Notification Continuation (i.e., information that does not fit on the form itself). The draft LSA

Notification package will be submitted to the District for review. After addressing the District's comments/edits, GEI will prepare and submit the final LSA Notification package to CDFW.

Following submittal of the LSA Notification package via the Environmental Permit Information Management System, GEI will coordinate with CDFW on an as needed basis. GEI will also review the LSA Agreement once issued by CDFW.

Deliverables:

- One draft/final Lake and Streambed Alteration Notification Form and Continuation.

Assumptions:

- The District will pay the application fees.
- CDFW will not request additional technical memoranda.
- Permits will not be required for geotechnical investigations.
- The District will pay the mitigation performance security (not included in this estimate).
- This task includes up to 12 hours of agency coordination.

Phase I Environmental Site Assessment (ESA) per Site

GEI can perform a Phase I Environmental Site Assessment, if warranted. This could be performed for the identified borrow site(s) to evaluate if it has potential for contamination. An assessment could also be performed of the dam site itself if needed. This would help determine the need for hazardous and contaminated materials testing during Phase II of the project as discussed below.

Deliverables:

- One draft/final Phase I ESA

Assumptions:

- One site will be evaluated.

Outlet Capacity and Drawdown Analysis

GEI anticipates that a drawdown capacity of the outlet works will be required as part of design to evaluate advantages and disadvantages of certain alternatives, constructability of working at the dam, construction sequencing, and evaluate if the outlet capacity meets DSOD requirements. GEI will perform the drawdown capacity of the outlet works if this data is not already available.

Deliverables:

- One draft/final Outlet Capacity and Drawdown Analysis TM

FINANCIAL

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



BANK ACCOUNT BALANCES AT MONTH-END February 28, 2025 February 28, 2024

GENERAL ACCOUNTS

1. US Bank - General Account	1,852,426.26	1,506,960.51
2. US Bank - Xpress BillPay/Electronic Payments Account	6,031.93	6,198.69
<i>Subtotal</i>	1,858,458.19	1,513,159.20

INVESTMENT & INTEREST BEARING ACCOUNTS

3. US Bank - DWR/SRF Money Markey Acct	-	29,796.70
4. US Bank - DWR/SRF Reserve CD Account	-	547,336.94
5. US Bank - PARS Investment Account	967,660.65	899,394.22
<i>Contributions = \$800,000 Disbursements = \$166,619</i>		
6. L. A. I. F Account - MSRA Reserve Account	486,234.32	464,745.76
7. CalTRUST - Restricted Inv. Account (Medium Term)	1,855,092.83	1,766,951.44
8. CalTRUST - General Reserve Account (Short-Term)	4,367,710.90	4,626,084.26
<i>Total CalTRUST Accounts</i>	6,222,803.73	6,393,035.70
9. California CLASS - DWFP Reserve Account	270,832.43	256,350.33
10. California CLASS - ReMat Reserve Account	1,650,825.20	1,420,099.33
11. California CLASS - General Reserve Account	2,693,809.17	-
<i>Total California CLASS Accounts</i>	4,615,466.80	1,676,449.66
12. Humboldt County - SRF Loan Payment Account	792,498.00	601,166.57
13. Humboldt County - 1% Tax Account	1,038,206.88	1,332,281.34
14. Inactive Humboldt County Investment Accounts	-	-
15. Principle Investment Account	-	43,120.41
<i>Subtotal</i>	14,122,870.38	13,663,776.96

OTHER ACCOUNTS

16. ReMat Deposit - Mellon Bank	27,000.00	27,000.00
17. Cash on Hand	700.00	650.00
<i>Subtotal</i>	27,700.00	27,650.00

TOTAL CASH	16,009,028.57	15,204,586.16
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HUMBOLDT BAY MUNICIPAL WATER DISTRICT
STATEMENT OF FUND BALANCES - PAGE 2 OF 2



<u>FUND BALANCES AT MONTH-END</u>	February 28, 2025	February 28, 2024
RESTRICTED FUNDS - ENCUMBERED		
1. Prior-Year Price Factor 2 Rebate	(7,246.64)	(9,903.75)
2. Prior-Year Restricted AP Encumbrances	(627,428.00)	(618,893.00)
3. Advanced Charges - 3x Tank Seismic Retrofit	(1,398,379.18)	(1,519,111.09)
4. Advanced Charges - Cathodic Protection Project	(124,999.96)	(124,999.96)
5. Advanced Charges - Collector 2 Rehabilitation	-	(788,827.59)
6. Advanced Charges - On-Site Generation of Chlorine	(618,709.29)	(676,906.17)
7. Advanced Charges - Redundant Pipeline	(461,949.34)	(387,782.70)
8. Advanced Charges - TRF Emergency Generator	(283,115.95)	(372,389.61)
9. 3AC Collected Funds - TRF Emergency Generator	(312,858.62)	(312,858.62)
10. Advanced Funding - FEMA, Shoreline Debris Removal	-	1,487.72
11. Advanced Funding - August Complex-Ruth Paving	(112,456.22)	(112,456.22)
12. Advanced Charges - Assist. Spillway Seismic Grant	(384,490.32)	(23,333.32)
13. Advanced Funding - Eureka Cyber Security	(19,597.72)	(19,597.72)
14. Advanced Charges - Essex Facility Expansion	(105,400.00)	(105,400.00)
15. Advanced Charges - Ruth Storage Barn	(176,666.64)	(52,500.00)
16. Advanced Charges - Capital Financing/Debt Service	(973,832.88)	(348,915.04)
<i>Subtotal</i>	(5,607,130.76)	(5,472,387.07)
RESTRICTED FUNDS - OTHER		
17. 1% Tax Credit to Muni's	(1,038,206.88)	(188,842.77)
18. DWR Reserve for SRF Payment	-	(29,796.70)
19. DWR Reserve for SRF Loan	-	(547,336.94)
20. Pension Trust Reserves	(967,660.65)	(899,394.22)
21. ReMat Deposit	(27,000.00)	(27,000.00)
22. HB Retail Capital Replacement Reserves	(255,036.44)	(203,068.69)
<i>Subtotal</i>	(2,287,903.97)	(1,895,439.32)
UNRESTRICTED FUNDS		
BOARD RESTRICTED		
23. MSRA Reserves	(486,234.32)	(464,745.76)
24. DWFP Reserves	(270,832.43)	(256,350.33)
25. ReMat Reserves	(1,650,825.20)	(1,420,099.33)
27. Principle Investment Reserves	-	(43,120.41)
28. Northern Mainline Extension Study Prepayment	56.40	56.40
29. Blue Lake Rancheria Extension Study Prepayment	(4,235.37)	(4,235.37)
<i>Subtotal</i>	(2,407,835.55)	(2,184,259.43)
UNRESTRICTED RESERVES		
29. Accumulation for SRF Payment	-	-
30. General Fund Reserves	(5,706,158.29)	(5,658,132.78)
<i>Subtotal</i>	(5,706,158.29)	(5,652,500.34)
TOTAL NET POSITION	(16,009,028.57)	(15,204,586.16)



A. REVENUE RETURNED TO CUSTOMERS VIA PF2

	MTD RECEIPTS	YTD RECEIPTS	PRIOR YEAR	BUDGET	% OF BUDGET
1. Humboldt Bay Retail Water Revenue	30,662	261,754	238,051	350,000	75%
General Revenue					
Power Sales (Net ReMat)	24,261	78,690	38,553	125,000	63%
Tax Receipts (1% Taxes)	0	1,096,167	621,350	1,000,000	110%
Interest - Muni PF2 Retained	5,590	43,255	19,778		
2. Miscellaneous Revenue*	5,168	8,855	150,520	50,000	18%
<i>*Detail on following page</i>					
TOTAL PF2 REVENUE CREDITS	65,681	1,488,721	1,068,252	1,525,000	98%

B. DISTRICT REVENUE

	MTD RECEIPTS	YTD RECEIPTS	PRIOR YEAR	BUDGET	% OF BUDGET
3. Industrial Water Revenue					
Harbor District	0	0	0	0	0
<i>Subtotal Industrial Water Revenue</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
4. Municipal Water Revenue					
City of Arcata	131,004	1,070,138	905,472	1,538,900	70%
City of Blue Lake	16,901	139,394	137,302	202,362	69%
City of Eureka	296,999	2,423,671	2,411,412	3,617,684	67%
Fieldbrook CSD	16,629	119,316	116,887	194,298	61%
Humboldt CSD	191,493	763,068	750,882	1,105,724	69%
Manila CSD	7,658	61,811	60,520	90,372	68%
McKinleyville CSD	106,229	866,708	852,598	1,266,298	68%
<i>Subtotal Municipal Water Revenue</i>	<i>766,912</i>	<i>5,444,106</i>	<i>5,235,074</i>	<i>8,015,638</i>	<i>68%</i>
TOTAL INDUSTRIAL & WHOLESALE REVENUE	766,912	5,444,106	5,235,074	8,015,638	68%

5. Power Sales					
Power Sales (ReMat Revenue)	54,902	173,237	87,077	300,000	58%
Interest (ReMat Revenue)	0	0	1	0	
TOTAL REMAT REVENUE	54,902	173,237	87,078	300,000	58%

6. Other Revenue and Grant Reimbursement					
HB Retail Capital Replacement Rev.	4,010	31,703	31,383		
FCSO Contract	20,616	211,501	168,009		
FEMA/CalOES Grant Revenue	29,122	143,411	446,321		
SWRCB In-Stream Flow Grant Revenue	0	0	14,653		
Quagga Grant Revenue	0	65,307	0		
Misc. Grant Revenue	0	1,120	332,644		
CalFire Healthy Forest Funding	879,540	982,665	0		
Interest Earned	0	0	0		
Net Increase/(Decrease) Investment Accounts	64,519	418,347	322,585		
TOTAL OTHER/GRANT REVENUE	997,807	1,854,053	1,315,596		
GRAND TOTAL REVENUE	1,885,301	8,960,117	7,705,999	9,840,638	91%



B. MISCELLANEOUS RECEIPTS (RETURNED TO CUSTOMERS VIA PF2)

	MTD RECEIPTS	YTD RECEIPTS
<u>Miscellaneous Revenue</u>		
Dividend - Principal Life	-	-
Fees - Park Use	-	100
Rebate - CALCard	-	367
Refund - Diesel Fuel Tax	-	38
Refunds - Miscellaneous	-	227
Sale - Surplus Material/Equipment	4,000	4,347
Reimb. - Copies & Postage	1	153
Reimb. - Gas	-	-
Reimb. - Misc. Employee	-	-
Reimb. - Telephone	-	-
UB - Water Processing Fees	-	120
UB - Hydrant Rental Deposit/Use	175	175
Sale of Scrap Metal/Gravel	992	1,568
<u>Ruth Area</u>		
Lease - Don Bridge	-	-
Rent - Ruth Cabin	-	1,760
Ruth Annual Lessee Water Fees	-	-
TOTAL MISCELLANEOUS REVENUE	5,168	8,855

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
MONTHLY EXPENDITURE REPORT - PAGE 1 OF 3
February 28, 2025



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

	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget
Compensation					
1. Wages - Regular	219,195.02	1,573,084.29	1,517,359.08	2,662,800	68%
1a. 10/24 Salary Adjustment	(5,000.68)	(21,505.87)			
2. Wages - Sick	16,362.58	72,881.55	75,985.34		
3. Wages - Vacation	3,152.20	157,446.57	172,856.11		
<i>Subtotal</i>	233,709.12	1,781,906.54	1,766,200.53	2,662,800	67%
4. Wages - Overtime	1,256.22	7,829.73	10,007.81	17,647	
5. Wages - Holiday (Worked)	1,302.42	10,558.02	9,966.68	17,647	
<i>Subtotal</i>	2,558.64	18,387.75	19,974.49	35,294	52%
6. Wages - Part-Time	2,172.41	45,060.07	35,451.05	124,775	36%
7. Wages - Shift Differential	1,001.90	8,079.27	7,485.40	11,765	69%
8. Wages - Standby	9,628.26	73,437.03	68,781.63	96,595	76%
9. Director Compensation	3,770.00	23,060.00	16,800.00	40,300	57%
10. Secretarial Fees	212.00	1,923.25	2,296.89	3,150	61%
11. Payroll Tax Expenses	19,484.30	147,486.22	145,797.58	230,460	64%
11a. 10/24 Salary Adj. Payroll Tax	(372.55)	(1,602.19)			
<i>Subtotal</i>	35,896.32	297,443.65	276,612.55	507,045	59%
Employee Benefits					
12. Health, Life, & LTD Ins.	63,589.61	418,905.47	405,423.23	645,993	65%
13. Air Medical Insurance	158.00	632.00	2,528.00	2,370	27%
14. Retiree Medical Insurance	14,844.89	97,495.83	76,720.78	106,496	66%
14a. Retiree Medical Reimb.	(1,424.67)	(27,157.04)	(11,772.43)		
15. Employee Dental Insurance	2,622.07	20,135.63	21,936.59	36,597	55%
16. Employee Vision Insurance	589.82	4,610.65	4,685.01	7,091	65%
17. Employee EAP	76.35	613.60	623.43	1,245	49%
18. Fitness Stipend	90.00	628.74	165.00	10,230	6%
19. 457b District Contribution	3,950.00	31,000.00	30,287.50	44,700	69%
20. CalPERS Expenses	34,007.18	589,992.94	445,915.83	638,003	92%
20a. 10/24 Salary Adj. CalPERS	(1,861.01)	(8,374.55)			
21. Workers Comp Insurance	-	60,983.06	86,802.99	121,521	50%
<i>Subtotal</i>	116,642.24	1,189,466.33	1,063,315.93	1,614,246	74%
TOTAL S.E.B	388,806.32	3,287,204.27	3,126,103.50	4,819,385	68%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
 MONTHLY EXPENDITURE REPORT - PAGE 2 OF 3
 February 28, 2025



SERVICE & SUPPLY EXPENDITURES (S & S)

	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget
Operations & Maintenance					
1. Auto Maintenance	5,809.17	40,125.27	35,309.05	44,500	90%
2. Engineering	-	18,850.41	24,050.20	75,000	25%
3. Lab Expenses	7,595.00	19,962.00	13,255.00	14,000	143%
4. Maintenance & Repairs					
General	4,164.43	34,987.31	34,343.59	41,600	84%
TRF	622.10	5,590.89	3,779.39	17,000	33%
<i>Subtotal</i>	<i>4,786.53</i>	<i>40,578.20</i>	<i>38,122.98</i>	<i>58,600</i>	<i>69%</i>
5. Materials & Supplies					
General	12,146.89	47,032.10	55,211.26	42,000	112%
TRF	8,591.64	59,126.78	52,155.19	38,000	156%
<i>Subtotal</i>	<i>20,738.53</i>	<i>106,158.88</i>	<i>107,366.45</i>	<i>80,000</i>	<i>133%</i>
6. Radio Maintenance	333.41	7,885.47	7,174.72	8,500	93%
7. Ruth Lake License	-	1,500.00	1,500.00	1,500	100%
8. Safety Equip./Training					
General	6,999.51	19,266.74	16,625.80	18,700	103%
TRF	60.29	1,854.57	153.00	2,000	93%
<i>Subtotal</i>	<i>7,059.80</i>	<i>21,121.31</i>	<i>16,778.80</i>	<i>20,700</i>	<i>102%</i>
9. Tools & Equipment	77.67	1,520.24	2,232.71	5,000	30%
10. USGS Meter Station	-	9,110.00	8,600.00	9,000	101%
<i>Operations Subtotal</i>	<i>46,400.11</i>	<i>266,811.78</i>	<i>254,389.91</i>	<i>316,800</i>	<i>84%</i>

General & Administration

11. Accounting Services	7,542.00	28,699.50	21,005.00	35,000	82%
12. Bad Debt Expense	-	-	-	-	0
13. Dues & Subscriptions	799.99	34,575.91	33,056.36	35,900	96%
14. IT & Software Maintenance	4,060.40	91,323.10	49,161.14	91,200	100%
15. Insurance	-	176,755.98	130,217.44	139,000	127%
16. Internet	848.61	7,088.42	5,661.46	11,150	64%
17. Legal Services	310.00	10,214.00	11,916.10	35,000	29%
18. Miscellaneous	689.94	4,420.26	5,420.61	10,000	44%
19. Office Building Maint.	1,826.81	13,351.55	13,282.59	19,000	70%
20. Office Expense	2,852.29	29,508.33	30,439.09	39,600	75%
21. Professional Services	-	7,612.50	1,603.75	20,000	38%
22. Property Tax	-	2,764.00	2,764.00	3,000	92%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
MONTHLY EXPENDITURE REPORT - PAGE 3 OF 3
February 28, 2025



67%
Of Budget Year

SERVICE & SUPPLY EXPENDITURES (con't)						
	Month-to-Date	Year-to-Date	Prior Year	Budget	% of Budget	
23. Regulatory Agency Fees	4,383.44	154,498.32	166,986.21	202,900	76%	
24. Ruth Lake Programs	-	-	-	5,000	0%	
25. Safety Apparel	-	8,054.91	4,201.10	10,050	80%	
26. Technical Training	-	-	314.23	14,000	0%	
27. Telephone	1,136.65	8,975.99	8,524.26	19,000	47%	
28. Travel & Conference	1,385.14	14,928.88	12,422.34	22,000	68%	
<i>Gen. & Admin. Subtotal</i>	<i>25,835.27</i>	<i>592,771.65</i>	<i>496,975.68</i>	<i>711,801</i>	<i>83%</i>	
TOTAL SERVICE & SUPPLY	72,235.38	859,583.43	751,365.59	1,028,600.59	84%	

Power

29. Essex - PG & E	67,317.59	621,172.29	613,850.40		
30. 2Mw Generator Fuel	-	-	-		
<i>Subtotal Essex Pumping</i>	<i>67,317.59</i>	<i>621,172.29</i>	<i>613,850.40</i>	<i>1,017,911</i>	
31. All other PG & E	26,489.53	113,975.58	165,094.88	113,389	
<i>Subtotal All Power</i>	<i>93,807.12</i>	<i>735,147.87</i>	<i>778,945.28</i>	<i>1,131,300</i>	<i>65%</i>
Total Service and Supplies incl. Power	166,042.50	1,594,731.30	1,530,310.87	2,159,901	74%

GRAND TOTAL EXPENSES	554,848.82	4,881,935.57	4,656,414.37	6,979,286.03	70%
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OTHER EXPENSES

33. ReMat Consultant Exp.	4,673.98	13,641.36	-		
34. Capital Replacement Exp.	-	-	-		

TOTAL EXPENSES WITH OTHER EXPENSES

	559,522.80	4,895,576.93	4,656,414.37		
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HUMBOLDT BAY MUNICIPAL WATER DISTRICT
PROJECT PROGRESS REPORT
 February 28, 2025

67% Of Budget Year



A. CAPITAL PROJECTS

	MTD	YTD		% OF
GRANT FUNDED PROJECTS	EXPENSES	TOTAL	BUDGET	BUDGET
1 Grant - TRF Generator <i>(Treatment Facility Project, \$1.9M - FEMA, Approved)</i>	20,109	91,297	1,996,016	5%
2 Grant - Collector Mainline Redundancy Pipeline <i>(Treatment/Base Facility Project, \$3.2M - FEMA, Approved)</i>	0	51	3,200,000	0%
3 Grant - 2x Tank Seismic Retro	551,554	638,350	5,619,079	11%
3A Grant - 1x Tank (Industrial) Seismic Retrofit <i>(\$5.7M - FEMA, Approved)</i>	(134,782)	(50,876)		
4 Adv. Assistance Spillway Seismic Grant <i>(\$1.5M - FEMA, Pending Approval)</i>	0	3,419	1,500,000	0%
TOTAL GRANT FUNDED CAPITAL PROJECTS	436,880	682,241	12,315,095	6%

NON-GRANT FUNDED CAPITAL PROJECTS

5 Replace Pump 2-2 (Pre-Approved 04/2024)	3,284	273,287	300,000	91%
6 Peninsula Communications Options	0	0	42,000	0%
7 Mainline Valve Replacement Program	0	0	50,000	0%
8 Purchase Collector 4 Transformer	0	0	120,000	0%
9 Purchase Switchboard for Collector 4	0	411	42,000	1%
10 Resize Chemical Feed System	140	23,667	37,250	64%
11 Storage Barn at Headquarters	0	1,892	220,000	1%
TOTAL NON-GRANT FUNDED CAPITAL PROJECTS	3,424	299,256	811,250	37%

B. EQUIPMENT AND FIXED ASSET PROJECTS

	MTD	YTD		% OF
	EXPENSES	TOTAL	BUDGET	BUDGET
12 FY25 Replace ESSEX Administrative Computers	0	0	6,500	0%
13 FY25 Replace Control Computers	0	368	5,250	7%
14 Telemetry Radio and Antenna Replacement	0	0	14,000	0%
15 District Lighting Upgrades	0	0	19,000	0%
16 Purchase Temporary Fencing	0	2,262	3,250	70%
17 Construction Tooling	0	0	2,250	0%
18 Plant Water System PLC and VFD Upgrade <i>(Treatment Facility Project)</i>	0	11,728	11,500	102%
19 Replace Turbidimeters <i>(Treatment Facility Project)</i>	0	39,847	41,500	96%
20 Chlorine Analyzer Replacement - Phase 1 of 2 <i>(Treatment Facility Project)</i>	0	0	7,500	0%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
 PROJECT PROGRESS REPORT - PAGE 2 OF 5
 February 28, 2025

67% Of Budget Year

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

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
21 Purchase VFD for N-Poly Pump <i>(Treatment Facility Project)</i>	0	7,975	6,500	123%
22 TRF Filter Gallery Heaters and Air Circulation <i>(Treatment Facility Project)</i>	0	0	9,000	0%
23 Air Actuated Chemical Pump <i>(Treatment Facility Project)</i>	0	0	2,000	0%
24 FY25 Replace EUREKA Administrative Computers	0	0	6,000	0%
25 Main Office Parapet Ladder	25	2,319	2,750	84%
26 Upgrade Work Boat Motor	23,405	23,405	15,750	149%
27 Tesla Battery Project - TRF	0	1,484	0	0
28 Tesla Battery Project - ESSEX	0	0	0	0
28A FY25 SB198	1,626	7,519	0	0
TOTAL EQUIPMENT & FIXED ASSET PROJECTS	25,056	96,908	152,750	63%

C. MAINTENANCE PROJECTS

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
29 FY25 Pipeline Maintenance	2,731	3,632	14,000	26%
30 FY25 Main Line Meter Flow Calibration	0	100	16,000	1%
31 FY25 Technical Support and Software Updates	145	5,680	24,000	24%
32 FY25 Generator Services	0	86	3,600	2%
33 FY25 Hazard & Diseased Tree Removal	0	0	8,000	0%
34 FY25 Cathodic Protection	0	0	1,500	0%
35 FY25 Maintenance Emergency Repairs	0	8,496	50,000	17%
36 FY25 Fleet Paint Repairs	0	0	5,000	0%
37 12kV Electric System General Maintenance	0	0	10,500	0%
38 Voice and SCADA Radio Maintenance	0	0	3,000	0%
39 Safety Certification of Electrical Tools	0	0	2,500	0%
40 Collector Lube Oil System Maintenance	0	0	4,500	0%
41 Collector Pump 1-2 Motor Rebuild	0	2,194	15,750	14%
42 Control Room Office Chair Replacement	0	0	2,000	0%
43 Collector 2 Painting - Exterior	0	59,988	64,750	93%
44 FY25 Pipeline R-O-W Maintenance	0	0	20,000	0%
45 FY25 TRF Generator Service <i>(Treatment Facility Project)</i>	0	0	500	0%
46 FY25 TRF Limitorque Valve Retrofit Supplies <i>(Treatment Facility Project)</i>	0	0	15,000	0%
47 TRF Valve Network Upgrade (Phase 2) <i>(Treatment Facility Project)</i>	0	0	51,500	0%
48 TRF Control Router Replacement	0	7,725	8,500	91%
49 FY25 Brush Abatement Ruth Hydro	0	0	22,000	0%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
 PROJECT PROGRESS REPORT - PAGE 3 OF 5
 February 28, 2025

67% Of Budget Year

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

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
50 FY25 LTO Insurance	0	0	6,000	0%
51 FY25 Spillway Repairs	0	5,211	10,000	52%
52 FY25 Howell Bunger Valve Inspection	0	0	1,500	0%
53 FY25 Log Boom Inspection	0	3,681	1,500	245%
54 Replace Hydro Plant Hydraulic Pump	0	2,020	2,500	81%
55 Replace Hydro Plant PLC's	0	0	88,750	0%
56 FY25 Eureka Office Generator Service	0	0	500	0%
TOTAL MAINTENANCE PROJECTS	2,876	98,813	453,350	6

D. PROFESSIONAL & CONSULTING SERVICES

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
57 FY25 Crane Testing/Certification	0	7,992	12,000	67%
58 FY25 Chlorine System Maintenance	9,482	17,037	20,750	82%
59 FY25 Hydro Plant Annual Electrical and Maintenance	0	0	4,000	0%
60 FY25 Cyber Security Maintenance	0	0	5,250	0%
61 FY23 Hydro Plant Annual Elec. Maint./Testing	0	11,353	12,000	95%
62 FY25 Technical Training	0	0	24,500	0%
63 FY25 O & M Training	578	1,502	20,000	8%
64 FY25 Backflow Tester Certification	0	1,334	3,000	44%
65 EAP Tabletop Exercise	0	14,345	15,000	96%
66 Fleet Electrification Analysis and Plan	0	20,000	20,000	100%
67 Recruitment Consultant for Next General Manager	0	23,753	25,000	95%
68 FY25 Public Education Funds	0	0	5,000	0%
69 Microsoft 360 Email	0	0	9,550	0%
70 FY25 Mad River Regulatory Compliance Assistance	0	4,586	50,000	9%
71 FY25 Grant Applications Assistance	0	4,000	20,000	20%
72 Domestic Water for Nordic Aqua Farm	0	0	5,000	0%
73 Water Quality Monitoring Plan Assistance - Phase 2	0	0	20,000	0%
74 Evaluation of Pipes and Valves from Collectors	0	0	3,000	0%
75 Domestic Water System Cathodic Protection Upgrades	0	1,161	80,000	1%
76 Water Model Update & Samoa Peninsula Domestic Capa	0	0	30,000	0%
77 Woodward Governor Replacement - Phase 1 (Planning)	0	0	15,000	0%
78 Professional Consulting Services for C.A. (Dam Insp.)	0	0	20,000	0%
78a Financial Consultant - Services for New Capital Debt	0	1,500	0	0%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
PROJECT PROGRESS REPORT - PAGE 4 OF 5
February 28, 2025

67% Of Budget Year

**D. PROFESSIONAL & CONSULTING SERVICES (CONT)**

	MTD	YTD		% OF
	EXPENSES	TOTAL	BUDGET	BUDGET
79 FY25 Dam Spillway Wall Monument Survey	0	19,750	17,500	113%
80 FY25 Matthews Dam Spillway Wingwall and Floor Survey	0	0	6,500	0%
81 FY25 FERC Dam Safety Surveillance and Monitoring R	0	0	5,000	0%
82 FY25 Spillway Repair, Dam Inspection & Reporting	0	56	5,000	1%
83 Log Boom Inspection By GHD	0	1,896	5,000	38%
84 FY25 FERC Chief Dam Safety Engineer	0	5,162	12,000	43%
84a Shatz Energy Research - Tesla Battery	0	11,634	0	0%
TOTAL PROF/CONSULTING SERVICES	10,059	139,069	470,050	30%

E. INDUSTRIAL SYSTEM PROJECTS

85 Refurbish Pump Station 6 (Phase 1)	0	0	3,500,000	0%
86 Two Pumps, Motors, and VFD's for Pump Station 6	0	0	400,000	0%
87 Maintain Water Supply to Industrial Pump Station 6	0	0	13,250	0%
88 Industrial System Assistance	0	0	10,000	0%
89 Crossover Vault Modifications (Needed for Nordic,	0	0	36,000	0%
90 Pump Station 6 Gravel Bar Work and Permitting	0	0	84,000	0%

F. CARRY-OVER PROJECTS FROM PRIOR YEAR

TOTAL CARRYOVER PROJECTS	0	0	0	0%
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G. ADVANCED CHARGES & DEBIT SERVICE FUNDS COLLECTED

	MTD	YTD	BUDGET	% BUDGET
91 On-Site Generation of Chlorine <i>(\$1.4M - FY24/25 Treatment Facility Project)</i>	7,875	63,000	94,500	67%
92 Prof. Services for New Capital Debt	13,517	108,133	162,200	67%
93 Grant - Collector Mainline Redundancy Pipeline	8,333	66,667	100,000	67%
94 Storage Barn for Ruth Headquarters	10,833	86,667	130,000	67%
TOTAL ADVANCED CHARGES COLLECTED	40,558	324,467	486,700	67%



H. PROJECTS NOT CHARGED TO MUNICIPAL CUSTOMERS

	MTD EXPENSES	YTD TOTAL	BUDGET	% OF BUDGET
95 On-Site Generation of Chlorine <i>(\$1.4M - FY25, Treatment Facility Project)</i>	0	102,965	767,380	13%
96 Humboldt Bay Radio Read Meters <i>(Capital Replacement Funds)</i>	0	9,979	9,500	105%
97 Ruth Paving and Repairs <i>(Non-FEMA August Complex Wildfire Funds Collected)</i>	0	0	112,000	0%
98 North Mainline Extension Study	0	1,020	0	0%
99 BL Rancheria Water	0	550	0	0%
100 CalFire Healthy Forest Grant <i>(CalFire Grant)</i>	0	766,882	5,000,000	15%
101 Domestic Water System Cathodic Protection Updates	0	4,531	0	0%
102 Grant - 1x Tank (Industrial) Seismic Retrofit	134,782	50,876	0	0%
103 Grant - Quagga	0	49,059	0	0%
TOTAL NOT CHARGED TO CUSTOMERS	134,782	936,804	5,888,880	16%

PROJECT PROGRESS REPORT SUMMARY OF ALL ACTIVITY

CUSTOMER CHARGES	MTD	YTD	BUDGET	% BUDGET
TOTAL NON-GRANT FUNDED CAPITAL PROJECTS	3,424	299,256	811,250	37%
<i>Treatment Facility Portion</i>	0	0	0	
TOTAL EQUIPMENT & FIXED ASSET PROJECTS	25,056	96,908	152,750	63%
<i>Treatment Facility Portion</i>	0	59,550	78,000	
TOTAL MAINTENANCE PROJECTS	2,876	98,813	453,350	22%
<i>Treatment Facility Portion</i>	0	0	67,000	
TOTAL PROF/CONSULTING SERVICES	10,059	139,069	470,050	30%
<i>Treatment Facility Portion</i>	0	0	0	
TOTAL INDUSTRIAL SYSTEM PROJECTS	0	0	13,250	0%
TOTAL CARRYOVER PROJECTS	0	0	0	0
<i>Treatment Facility Portion</i>	0	0	0	
TOTAL ADVANCED CHARGES/DEBIT SERVICE	40,558	324,467	486,700	67%
<i>Treatment Facility Portion</i>	\$0	\$0	\$0	
TOTAL CUSTOMER CHARGES	\$81,974	\$958,513	\$2,387,350	40%
NON-CUSTOMER CHARGES (CURRENT FY)	MTD	YTD	BUDGET	% BUDGET
TOTAL GRANT FUNDED CAPITAL PROJECTS	436,880	682,241	12,315,095	6%
TOTAL NON-CUSTOMER CHARGES	134,782	936,804	5,888,880	16%
TOTAL USE OF ENCUMBERED FUNDS	118	382,132	1,009,560	38%
TOTAL NON-CUSTOMER CHARGES	\$571,781	\$2,001,177	\$19,213,535	10%
GRAND TOTAL PROJECT BUDGET ACTIVITY	\$653,756	\$2,959,690	\$21,600,885	14%

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
 ENCUMBERED FUNDS RECONCILIATION REPORT
 February 28, 2025



	MTD EXPENSES	YTD TOTAL	AMOUNT ENCUMBERED	REMAINING
A. CAPITAL PROJECTS				
1E Mainline Valve Replacement Program	0	74,258	170,000	95,742
2E ADA Improvments - Eureka Office Parking Lot	0	3,654	4,146	492
3E Power and Fiber Optic Link-Collector 2 - Phase 2	0	4,796	8,000	3,204
4E Retaining Wall for Valve Access	0	0	70,000	70,000
B. EQUIPMENT & FIXED ASSET PROJECTS				
5E Ruth Automated Tiltometers	0	23,070	50,000	26,930
6E Hydro Plant Wicket Gate & HBV Signal Upgrade	0	459	143	(316)
C. MAINTENANCE PROJECTS				
7E FY24 Main Line Meter Flow Calibration	0	0	3,500	3,500
8E FY24 Hazard & Diseased Tree Removal	0	13,000	13,000	0
9E Collector 1 Conductor Replacement	0	84,250	89,750	5,500
10E Ruth Hydro Synchronizer Testing	0	15,443	23,500	8,058
11E Line Shed Alarm Upgrades	0	3,187	6,500	3,313
D. PROFESSIONAL & CONSULTING SERVICES				
12E Caselle A/R Module	0	0	5,000	5,000
13E EAP Tabletop Planning	0	4,596	4,880	284
14E CIP 10-yr Financial Revision and Project Review	0	0	24,000	24,000
15E FY24 Mad River Regulatory Compliance Assistance/In-Stream Flow	50	12,082	31,047	18,965
16E Salary Survey	0	3,394	3,393	(1)
17E Samoa Peninsula ROW EIR (GHD)	0	113,313	160,947	47,634
18E Water Quality Monioting Plan Update	0	998	20,000	19,002
19E Engineering Study-Replace 15-inch Peninsula Pipe	0	2,773	25,000	22,227
20E Above Ground 10,000 Gallon Fuel Tank Testing	0	0	5,400	5,400
21E Samoa Peninsula Coastal Development Permit	0	0	18,996	18,996
22E 404 Permit Assistance	0	0	24,196	24,196
23E Lease Lots Surveys	0	0	22,618	22,618
24E GIS Project at Ruth Lake (USFS)	0	0	7,500	7,500
25E Technical Dam/Spillway Support	68	22,859	218,044	195,185

ENCUMBERED FUNDS TOTAL	118	382,132	1,009,560	627,428
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Humboldt Bay Municipal Water District

--Monthly Expenses by Vendor Detail Report--
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Vendor Name	Date Paid	Description	Amount Paid
101 NETLINK			
101 NETLINK	02/13/2025	Ruth Data Link/Internet	340.00
Total 101 NETLINK:			340.00
ACWA/JPIA			
ACWA/JPIA	02/20/2025	COBRA Dental	195.60
ACWA/JPIA	02/20/2025	COBRA Vision	55.68
ACWA/JPIA	02/20/2025	RETIREE MEDICAL	14,593.61
Total ACWA/JPIA:			14,844.89
Advanced Security Systems			
Advanced Security Systems	02/13/2025	Eureka Office Alarm - Annual Billing	462.00
Total Advanced Security Systems:			462.00
AirGas NCN			
AirGas NCN	02/13/2025	Calibration gases for the Bullard breathing case	212.81
AirGas NCN	02/13/2025	Rain gear and safety vest	146.04
AirGas NCN	02/13/2025	Respirator and filters for inventory	92.54
AirGas NCN	02/26/2025	Welding supplies for shop	35.10
Total AirGas NCN:			486.49
Albat			
Albat	02/13/2025	3 X Tank Seismic Retrofit Preconstruction #24-1440	6,989.36
Albat	02/13/2025	3 X Tank Seismic Retrofit Preconstruction #24-1440	2,383.05
Albat	02/13/2025	3 X Tank Seismic Retrofit Preconstruction #24-1440	2,656.50
Albat	02/13/2025	3 X Tank Seismic Retrofit Preconstruction #24-1440	2,530.00
Albat	02/20/2025	3 X Tank Seismic Retrofit Preconstruction #24-1440	29,023.21
Albat	02/20/2025	3 X Tank Seismic Retrofit Preconstruction #24-1440	6,038.71
Albat	02/20/2025	3 X Tank Seismic Retrofit Preconstruction #24-1440	59,990.94
Albat	02/20/2025	3 X Tank Seismic Retrofit Preconstruction #24-1440	5,631.15
Total Albat:			115,242.92
AT & T			
AT & T	02/26/2025	Eureka/Essex Landline	31.57
AT & T	02/26/2025	Arcata/Essex Landline	31.57
AT & T	02/26/2025	Eureka Office/Alarm	65.14
AT & T	02/26/2025	TRF	31.79
AT & T	02/26/2025	Essex office/Modem/Control Alarm System	31.79
Total AT & T:			191.86
ATS Communications			
ATS Communications	02/13/2025	Monthly ProIT support for Essex	1,305.00
Total ATS Communications:			1,305.00
Bruce Brashear			
Bruce Brashear	02/05/2025	Safe Work Practice Award 2024	200.00
Total Bruce Brashear:			200.00

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
Chris Harris			
Chris Harris	02/05/2025	Safe Work Practice Award 2024	200.00
Total Chris Harris:			200.00
Chris Merz			
Chris Merz	02/05/2025	Safe Work Practice Award 2024	200.00
Total Chris Merz:			200.00
Citi Cards			
Citi Cards	02/26/2025	Deck Box for storage of hoses at Eureka Office	131.09
Total Citi Cards:			131.09
City of Eureka			
City of Eureka	02/13/2025	Eureka office water/sewer	142.50
Total City of Eureka:			142.50
Coastal Business Systems Inc.			
Coastal Business Systems Inc.	02/26/2025	Eureka office copy and fax machine	787.43
Coastal Business Systems Inc.	02/26/2025	Essex copy/fax machine	281.57
Total Coastal Business Systems Inc.:			1,069.00
Contessa Dickson			
Contessa Dickson	02/05/2025	Safe Work Practice Award 2024	200.00
Total Contessa Dickson:			200.00
Corey Borghino			
Corey Borghino	02/05/2025	Safe Work Practice Award 2024	200.00
Total Corey Borghino:			200.00
County of Humboldt			
County of Humboldt	02/26/2025	Cost of Conducting Election on 11/5/24 - Director Division 1	4,351.33
County of Humboldt	02/19/2025	CDP for Industrial Tank Retrofit	164.00
County of Humboldt	02/19/2025	CDP for Industrial Tank Retrofit	89.25
Total County of Humboldt:			4,604.58
Cummins Sales and Service			
Cummins Sales and Service	02/13/2025	CSSNA Carb Check Unit 4 & Unit 8	298.00
Total Cummins Sales and Service:			298.00
Dale H. Davidsen			
Dale H. Davidsen	02/05/2025	Safe Work Practice Award 2024	200.00
Total Dale H. Davidsen:			200.00
Darcey Quinn			
Darcey Quinn	02/05/2025	Safe Work Practice Award 2024	200.00

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
Total Darcey Quinn:			200.00
David J. Corral			
David J. Corral	02/10/2025	<i>Per Diem for Travel to certification testing in Redding CA</i>	216.44
David J. Corral	02/05/2025	<i>Safe Work Practice Award 2024</i>	200.00
Total David J. Corral:			416.44
Downey Brand Attorneys LLP			
Downey Brand Attorneys LLP	02/13/2025	<i>Legal Fees Dec 2024 - Instream Flow Investigation</i>	50.00
Total Downey Brand Attorneys LLP:			50.00
DXP Enterprises, Inc.			
DXP Enterprises, Inc.	02/13/2025	<i>Column adapter for pump flange</i>	3,284.41
Total DXP Enterprises, Inc.:			3,284.41
Ethan Schillinger			
Ethan Schillinger	02/05/2025	<i>Safe Work Practice Award 2024</i>	200.00
Total Ethan Schillinger:			200.00
Eureka Chamber of Commerce			
Eureka Chamber of Commerce	02/26/2025	<i>Annual Membership 2025</i>	515.00
Total Eureka Chamber of Commerce:			515.00
Eureka Oxygen			
Eureka Oxygen	02/13/2025	<i>cylinder rental</i>	150.84
Total Eureka Oxygen:			150.84
Eureka Readymix			
Eureka Readymix	02/13/2025	<i>Sand and gravel for inventory</i>	981.08
Total Eureka Readymix:			981.08
FEDEX			
FEDEX	02/24/2025	<i>Ship Sperian SCBA #1 annual flow testing</i>	15.83
FEDEX	02/24/2025	<i>Ship Sperian SCBA #2 annual flow testing</i>	47.03
FEDEX	02/26/2025	<i>Ship streamlight flashlight for warranty repairs</i>	16.24
Total FEDEX:			79.10
Fortuna Iron Corporation			
Fortuna Iron Corporation	02/13/2025	<i>Aluminum tubing for Eureka Office parapet ladder installation</i>	24.65
Total Fortuna Iron Corporation:			24.65
Franchise Tax Board			
Franchise Tax Board	02/05/2025		65.00
Franchise Tax Board	02/20/2025		65.00
Total Franchise Tax Board:			130.00

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
Frontier Communications			
Frontier Communications	02/26/2025	Ruth HQ	75.65
Frontier Communications	02/26/2025	Ruth Hydro/Ruth Dataline	299.79
Total Frontier Communications:			375.44
Hach Company			
Hach Company	02/13/2025	Repair for SC200 controller	1,243.44
Total Hach Company:			1,243.44
Harper Motors			
Harper Motors	02/26/2025	Unit 13 repairs	157.84
Total Harper Motors:			157.84
Health Equity Inc			
Health Equity Inc	02/06/2025	HSA Admin Fee Feb 2025 - 19 employees	56.05
Health Equity Inc	02/06/2025	HSA Admin Fee Feb 2025 - 7 employees	20.65
Total Health Equity Inc:			76.70
Hensel Hardware			
Hensel Hardware	02/26/2025	Fleet detailing and organization	91.76
Hensel Hardware	02/26/2025	Paint supplies	35.77
Hensel Hardware	02/26/2025	Fleet detailing and organization	39.04
Hensel Hardware	02/26/2025	Paint supplies & gutter repairs for collector	397.64
Total Hensel Hardware:			564.21
Henwood Associates, Inc			
Henwood Associates, Inc	02/05/2025	Consultant Services Agreement- Dec 2024	2,336.99
Total Henwood Associates, Inc:			2,336.99
Humboldt Area Chapter CSDA			
Humboldt Area Chapter CSDA	02/04/2025	Humboldt Area Chapter CSDA Annual Dues - 2025	50.00
Total Humboldt Area Chapter CSDA:			50.00
Humboldt County Treasurer			
Humboldt County Treasurer	02/20/2025	Capital Financing Project	45,611.43
Total Humboldt County Treasurer:			45,611.43
Humboldt Fasteners			
Humboldt Fasteners	02/26/2025	Concrete anchors for shelving	25.84
Total Humboldt Fasteners:			25.84
Humboldt Redwood Company, LLC			
Humboldt Redwood Company, LLC	02/13/2025	Mt Pierce Lease site	333.41
Total Humboldt Redwood Company, LLC:			333.41
Ian Ivey			
Ian Ivey	02/05/2025	Safe Work Practice Award 2024	200.00

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
Total Ian Ivey:			200.00
Jasson Klingonsmith			
Jasson Klingonsmith	02/05/2025	Safe Work Practice Award 2024	52.00
Jasson Klingonsmith	02/05/2025	Safe Work Practice Award 2024	148.00
Total Jasson Klingonsmith:			200.00
John Friedenbach			
John Friedenbach	02/05/2025	Safe Work Practice Award 2024	200.00
Total John Friedenbach:			200.00
Josiah Hargadon			
Josiah Hargadon	02/05/2025	Safe Work Practice Award 2024	200.00
Total Josiah Hargadon:			200.00
JTN Energy, LLC			
JTN Energy, LLC	02/05/2025	Consultant Services Agreement - Dec 2024	2,336.99
Total JTN Energy, LLC:			2,336.99
Justin Natividad			
Justin Natividad	02/10/2025	Per Diem for Travel to certification testing in Redding CA	216.44
Justin Natividad	02/05/2025	Safe Work Practice Award 2024 - Grand Prize	500.00
Total Justin Natividad:			716.44
Keenan Supply			
Keenan Supply	02/13/2025	DW 6" drain line relocation components	782.54
Keenan Supply	02/13/2025	6" DI parts for relocation of DW drain line	1,499.99
Keenan Supply	02/13/2025	TRF toilet flush valve repair kit	32.97
Keenan Supply	02/13/2025	Brass bushings for pipeline maintenance	80.16
Keenan Supply	02/13/2025	Brass fittings for relocating outside hose faucet at main office	25.48
Total Keenan Supply:			2,421.14
Keith Daggs			
Keith Daggs	02/05/2025	Safe Work Practice Award 2024	200.00
Total Keith Daggs:			200.00
Kelsie Sobol			
Kelsie Sobol	02/05/2025	Safe Work Practice Award 2024	200.00
Total Kelsie Sobol:			200.00
Larry Raschein			
Larry Raschein	02/05/2025	Safe Work Practice Award 2024	200.00
Total Larry Raschein:			200.00
Lui Ahmad			
Lui Ahmad	02/05/2025	Safe Work Practice Award 2024	200.00

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Vendor Name	Date Paid	Description	Amount Paid
Total Lui Ahmad:			200.00
Mario Palmero			
Mario Palmero	02/05/2025	Safe Work Practice Award 2024	200.00
Total Mario Palmero:			200.00
Matthew Davis			
Matthew Davis	02/05/2025	Safe Work Practice Award 2024	200.00
Total Matthew Davis:			200.00
Matthews Paints, Inc.			
Matthews Paints, Inc.	02/13/2025	Painting suppiles for fleet	225.48
Total Matthews Paints, Inc.:			225.48
McMaster-Carr Supply			
McMaster-Carr Supply	02/26/2025	Nema waterproof box for export dock radio read meters	130.28
Total McMaster-Carr Supply:			130.28
Microbac Laboratories, Inc			
Microbac Laboratories, Inc	02/13/2025	Lab Tests - Dioxins & Furans	1,105.00
Microbac Laboratories, Inc	02/13/2025	Lab Tests - Humboldt Bay Retail	272.00
Microbac Laboratories, Inc	02/13/2025	Lab Tests - FBGCSO	116.00
Microbac Laboratories, Inc	02/13/2025	Lab Tests - Humboldt Bay Retail	116.00
Microbac Laboratories, Inc	02/13/2025	Lab Tests - FBGCSO	116.00
Microbac Laboratories, Inc	02/13/2025	Lab Tests - Humboldt Bay Retail	116.00
Microbac Laboratories, Inc	02/13/2025	Lab Tests - Humboldt Bay Retail	99.00
Microbac Laboratories, Inc	02/13/2025	Lab Tests - FBGCSO	116.00
Microbac Laboratories, Inc	02/13/2025	Lab Tests - Humboldt Bay Retail	116.00
Microbac Laboratories, Inc	02/13/2025	Lab Tests - TCDD, Herbicides, Dioxins	5,771.00
Total Microbac Laboratories, Inc:			7,943.00
Mission Linen			
Mission Linen	02/13/2025	maintenance supplies & uniform rentals	87.66
Mission Linen	02/13/2025	maintenance supplies & uniform rentals	58.42
Mission Linen	02/13/2025	maintenance supplies & uniform rentals	61.02
Mission Linen	02/13/2025	maintenance supplies & uniform rentals	87.66
Mission Linen	02/13/2025	maintenance supplies & uniform rentals	58.42
Mission Linen	02/13/2025	maintenance supplies & uniform rentals	70.33
Mission Linen	02/13/2025	maintenance supplies & uniform rentals	33.85
Total Mission Linen:			457.36
Napa Auto Parts			
Napa Auto Parts	02/13/2025	Honda 1.5" pump maintenance	10.61
Napa Auto Parts	02/13/2025	Copco Atlas air compressor annual maintenance	46.63
Napa Auto Parts	02/13/2025	Service and repair on Unit 13	110.64
Napa Auto Parts	02/13/2025	Filters for Cat 420 backhoe annual service	634.65
Napa Auto Parts	02/13/2025	Unit 16 annual service	508.57
Total Napa Auto Parts:			1,311.10

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
North Coast Journal, Inc			
North Coast Journal, Inc	02/26/2025	Legal Notice of Advertisement of Bids	1,612.00
Total North Coast Journal, Inc:			1,612.00
NTU Technologies, Inc			
NTU Technologies, Inc	02/26/2025	TRF Treatment Chemical	5,040.00
NTU Technologies, Inc	02/26/2025	Use Tax - Added	195.30
NTU Technologies, Inc	02/26/2025	Use Tax - Payable	195.30-
Total NTU Technologies, Inc:			5,040.00
O'Connor & Company			
O'Connor & Company	02/13/2025	Annual Financial Audit FY23/4	6,342.00
O'Connor & Company	02/13/2025	State Controller's Report 2024	1,200.00
Total O'Connor & Company:			7,542.00
Optimum			
Optimum	02/04/2025	Essex internet	267.73
Optimum	02/04/2025	Essex Phones	67.37
Optimum	02/04/2025	Eureka Internet	210.95
Optimum	02/04/2025	Fieldbrook-Glendale CSD Internet	378.33
Optimum	02/04/2025	TRF Internet	29.93
Optimum	02/04/2025	TRF Internet - Blue Lake SCADA Monitoring	59.84
Optimum	02/04/2025	TRF Internet - Fieldbrook-Glendale CSD	59.84
Total Optimum:			1,073.99
PACE Engineering, Inc.			
PACE Engineering, Inc.	02/13/2025	TRF Generator Project	18,496.50
Total PACE Engineering, Inc.:			18,496.50
Pacific Gas & Electric Co.			
Pacific Gas & Electric Co.	02/04/2025	Eureka Office	302.61
Pacific Gas & Electric Co.	02/04/2025	Jackson Ranch Rd Rectifier	21.99
Pacific Gas & Electric Co.	02/04/2025	HWY 299 Rectifier	51.92
Pacific Gas & Electric Co.	02/04/2025	West End Road Rectifier	231.28
Pacific Gas & Electric Co.	02/04/2025	TRF	17,651.18
Pacific Gas & Electric Co.	02/04/2025	Ruth Hydro Valve Control	50.94
Pacific Gas & Electric Co.	02/04/2025	Ruth Hydro	36.27
Pacific Gas & Electric Co.	02/04/2025	Samoa Booster Pump Station	1,282.69
Pacific Gas & Electric Co.	02/04/2025	Samoa Dial Station	79.56
Pacific Gas & Electric Co.	02/13/2025	Essex Pumping Jan 2025	6,955.21
Pacific Gas & Electric Co.	02/13/2025	Essex Pumping Jan 2025	1,085.21
Pacific Gas & Electric Co.	02/13/2025	Essex Pumping Jan 2025	65,650.15
Pacific Gas & Electric Co.	02/26/2025	Ruth Bunk House	231.47
Pacific Gas & Electric Co.	02/26/2025	Ruth HQ	176.64
Total Pacific Gas & Electric Co.:			93,807.12
Paso Robles Tank, Inc.			
Paso Robles Tank, Inc.	02/13/2025	Korblex Res Seismic Retrofit #25-0754	122,075.00
Paso Robles Tank, Inc.	02/13/2025	Samoa Res Seismic Retrofit #25-0755	118,750.00
Paso Robles Tank, Inc.	02/13/2025	Korblex Res Seismic Retrofit #25-0754	193,754.40

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
Total Paso Robles Tank, Inc.:			434,579.40
Paul Jorgensen			
Paul Jorgensen	02/05/2025	Safe Work Practice Award 2024	200.00
Total Paul Jorgensen:			200.00
Platt Electric Supply			
Platt Electric Supply	02/13/2025	TRF supplies	589.13
Platt Electric Supply	02/13/2025	Electrical shop supplies	589.12
Total Platt Electric Supply:			1,178.25
Purchase Power			
Purchase Power	02/12/2025	Postage Refill	502.25
Total Purchase Power:			502.25
Recology Arcata			
Recology Arcata	02/13/2025	Essex Garbage/Recycling Service - Jan 2025	812.76
Total Recology Arcata:			812.76
Recology Humboldt County			
Recology Humboldt County	02/13/2025	Eureka office garbage/recycling service - Jan 2025	110.05
Total Recology Humboldt County:			110.05
RMI Outdoors			
RMI Outdoors	02/13/2025	New Work Boat Motor	3,740.14
RMI Outdoors	02/13/2025	Work boat fuel gauge repairs	180.00
RMI Outdoors	02/13/2025	New Work Boat Motor	19,665.00
Total RMI Outdoors:			23,585.14
Rogers Machinery Company, Inc			
Rogers Machinery Company, Inc	02/26/2025	Replace booster pump #3 for Plant Water System	2,112.90
Total Rogers Machinery Company, Inc:			2,112.90
Ryan Chairez			
Ryan Chairez	02/05/2025	Safe Work Practice Award 2024	200.00
Total Ryan Chairez:			200.00
Ryan V Murphy			
Ryan V Murphy	02/05/2025	Safe Work Practice Award 2024	200.00
Total Ryan V Murphy:			200.00
Safe and Sound Security			
Safe and Sound Security	02/13/2025	Monthly help desk/tech support for Dam cameras	67.97
Total Safe and Sound Security:			67.97

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Vendor Name	Date Paid	Description	Amount Paid
SCBA Safety Check, Inc			
SCBA Safety Check, Inc	02/13/2025	Annual flow test of Sperian SCBA #1	89.66
Total SCBA Safety Check, Inc:			89.66
Scrapper's Edge			
Scrapper's Edge	02/26/2025	Scans and prints	148.59
Total Scrapper's Edge:			148.59
Seth Stone			
Seth Stone	02/05/2025	Safe Work Practice Award 2024	200.00
Total Seth Stone:			200.00
Sherrie Sobol			
Sherrie Sobol	02/05/2025	Safe Work Practice Award 2024	200.00
Total Sherrie Sobol:			200.00
SWRCB-DWOCP			
SWRCB-DWOCP	02/26/2025	T2 Exam Fee - J. Natividad	65.00
SWRCB-DWOCP	02/04/2025	D1 Re-Exam Fee - M. Davis	30.00
SWRCB-DWOCP	02/04/2025	T1 Re-Exam Fee - M. Davis	30.00
SWRCB-DWOCP	02/10/2025	T3 Certification Renewal - T. Farrell	90.00
SWRCB-DWOCP	02/10/2025	T4 Certification Renewal - N. Ahmad	105.00
Total SWRCB-DWOCP:			320.00
Telstar Instruments			
Telstar Instruments	02/13/2025	Chlorine analyzer replacement	7,657.60
Telstar Instruments	02/13/2025	TRF chlorine analyzer maintenance	1,824.21
Total Telstar Instruments:			9,481.81
Tetrault Tire Center			
Tetrault Tire Center	02/13/2025	New tires for Unit #13	786.38
Total Tetrault Tire Center:			786.38
Thatcher Company, Inc			
Thatcher Company, Inc	02/13/2025	Chlorine - 2 CYL	8,710.18
Thatcher Company, Inc	02/13/2025	deposit return - 2 CYL	2,000.00-
Total Thatcher Company, Inc:			6,710.18
The Mill Yard			
The Mill Yard	02/26/2025	Hardware for Collector #3 turbidimeter installation	27.41
Total The Mill Yard:			27.41
The Mitchell Law Firm, LLP			
The Mitchell Law Firm, LLP	02/13/2025	Legal Services- Jan 2025	310.00
Total The Mitchell Law Firm, LLP:			310.00

Vendor Name	Date Paid	Description	Amount Paid
Thomson Reuters - West			
Thomson Reuters - West	02/13/2025	California Water Code 2025	176.99
Total Thomson Reuters - West:			176.99
Thrifty Supply			
Thrifty Supply	02/26/2025	Tapping saddles for pipeline repair inventory	1,669.78
Total Thrifty Supply:			1,669.78
Tim Farrell			
Tim Farrell	02/05/2025	Safe Work Practice Award 2024	200.00
Total Tim Farrell:			200.00
Trinity County Solid Waste			
Trinity County Solid Waste	02/13/2025	Ruth HQ dump fees	10.75
Trinity County Solid Waste	02/13/2025	Ruth Hydro dump fees	10.75
Total Trinity County Solid Waste:			21.50
U.S. Bank Corporate Payment System			
U.S. Bank Corporate Payment System	02/11/2025	Unit 12 repairs	171.04
U.S. Bank Corporate Payment System	02/11/2025	Ruth Hydro Howell-Bunger valve signal to PLCs	1,090.32
U.S. Bank Corporate Payment System	02/11/2025	JD flail mower replacement knives	150.84
U.S. Bank Corporate Payment System	02/11/2025	Vacuum trailer hose replacements	392.32
U.S. Bank Corporate Payment System	02/11/2025	Retrofit parts for Pump	139.99
U.S. Bank Corporate Payment System	02/11/2025	Tape measures	17.34
U.S. Bank Corporate Payment System	02/11/2025	Essex Office Supplies	154.51
U.S. Bank Corporate Payment System	02/11/2025	Essex office supplies	17.34
U.S. Bank Corporate Payment System	02/11/2025	Rain cap for Ditch Witch	13.01
U.S. Bank Corporate Payment System	02/11/2025	Tool bag for Unit 11	35.79
U.S. Bank Corporate Payment System	02/11/2025	California Air Resources Board 2025 Compliance Fee	32.11
U.S. Bank Corporate Payment System	02/11/2025	Spendwise Monthly Subscription	90.00
U.S. Bank Corporate Payment System	02/11/2025	Eureka Office Calendars	35.04
U.S. Bank Corporate Payment System	02/11/2025	Eureka Office Supplies	44.04
U.S. Bank Corporate Payment System	02/11/2025	Eureka Office Supplies	24.45
U.S. Bank Corporate Payment System	02/11/2025	AirMed Memberships - 2 employees	158.00
U.S. Bank Corporate Payment System	02/11/2025	District Jacket - M. Mares	67.69
U.S. Bank Corporate Payment System	02/11/2025	Power cord for Owl, Ethernet cable & splitter	42.03
U.S. Bank Corporate Payment System	02/11/2025	District Jacket - C. Vickrey	78.62
U.S. Bank Corporate Payment System	02/11/2025	Eureka Office Supplies	43.92
U.S. Bank Corporate Payment System	02/11/2025	Propane for burn piles	30.65
U.S. Bank Corporate Payment System	02/11/2025	Propane Torch for burn piles	60.33
U.S. Bank Corporate Payment System	02/11/2025	Ship oil samples	19.30
U.S. Bank Corporate Payment System	02/11/2025	ASDSO Membership - M. Mares	58.00
U.S. Bank Corporate Payment System	02/11/2025	Hotel for CSDA GM Summit - Prepaid amount	365.14
U.S. Bank Corporate Payment System	02/11/2025	CSDA General Manager Leadership Summit	1,020.00
U.S. Bank Corporate Payment System	02/11/2025	Network equipment	150.76
U.S. Bank Corporate Payment System	02/11/2025	Light bar for Unit #11	569.25
U.S. Bank Corporate Payment System	02/11/2025	Sales Tax - not charged by vendor	44.12
U.S. Bank Corporate Payment System	02/11/2025	Sales Tax - To be paid	44.12
U.S. Bank Corporate Payment System	02/11/2025	LED beacons for fleet vehicle units 7 & 15	1,012.88
U.S. Bank Corporate Payment System	02/11/2025	CanDo pro tab diagnostic tool license renewal	1,000.00
U.S. Bank Corporate Payment System	02/11/2025	Essex Office Supplies	102.39
U.S. Bank Corporate Payment System	02/11/2025	Desk ergonomic items and new chair floor mat	144.46
U.S. Bank Corporate Payment System	02/11/2025	Fleet service lubricants for Unit 4 and Unit 9	387.87

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
U.S. Bank Corporate Payment System	02/11/2025	Essex Office Supplies	47.50
U.S. Bank Corporate Payment System	02/11/2025	Rechargeable silica gel desiccant	38.67
U.S. Bank Corporate Payment System	02/11/2025	CPR masks for AED defibrillators	49.60
U.S. Bank Corporate Payment System	02/11/2025	Remote Utilities License	145.00
U.S. Bank Corporate Payment System	02/11/2025	Employee Recognition	11.36
U.S. Bank Corporate Payment System	02/11/2025	Employee Recognition	132.32
U.S. Bank Corporate Payment System	02/11/2025	AED/First Aid signs for TRF Lab	60.29
Total U.S. Bank Corporate Payment System:			8,204.17
US Security Supply			
US Security Supply	02/26/2025	Padlocks	1,131.49
Total US Security Supply:			1,131.49
USA Blue Book			
USA Blue Book	02/13/2025	2 Fire hydrant pressure test kits	330.89
Total USA Blue Book:			330.89
VALEO Networks			
VALEO Networks	02/13/2025	Server Upgrade	1,000.00
VALEO Networks	02/13/2025	Eureka office monthly computer maintenance	1,713.37
Total VALEO Networks:			2,713.37
Valley Pacific Petroleum Serv. Inc			
Valley Pacific Petroleum Serv. Inc	02/13/2025	Cardlock-Pumping & Control	528.34
Valley Pacific Petroleum Serv. Inc	02/13/2025	Cardlock-Water Quality	528.34
Valley Pacific Petroleum Serv. Inc	02/13/2025	Cardlock-Maintenance	528.34
Valley Pacific Petroleum Serv. Inc	02/13/2025	Cardlock-HB Retail	137.36
Valley Pacific Petroleum Serv. Inc	02/13/2025	Cardlock-FBGCS	390.96
Total Valley Pacific Petroleum Serv. Inc:			2,113.34
Verizon Wireless			
Verizon Wireless	02/19/2025	General Manager	40.89
Verizon Wireless	02/19/2025	Humboldt Bay Retail	13.49
Verizon Wireless	02/19/2025	Fieldbrook Glendale CSD	38.41
Verizon Wireless	02/19/2025	Humboldt Bay IPAD	9.88
Verizon Wireless	02/19/2025	Fieldbrook Glendale CSD IPAD	28.13
Verizon Wireless	02/19/2025	Ruth Area	17.21
Verizon Wireless	02/19/2025	Ruth Hydro	17.21
Total Verizon Wireless:			165.22
Watt's Cleaning Services			
Watt's Cleaning Services	02/13/2025	Eureka Office Cleaning 1/8 & 1/22/25	278.00
Total Watt's Cleaning Services:			278.00
Western States Oil Company			
Western States Oil Company	02/26/2025	Collector Pump Lubrication	3,085.34
Total Western States Oil Company:			3,085.34

Humboldt Bay Municipal Water District

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Vendor Name	Date Paid	Description	Amount Paid
Zachery Bunke			
Zachery Bunke	02/05/2025	Safe Work Practice Award 2024	200.00
Zachery Bunke	02/19/2025	Per Diem for Travel to D3 Testing in Santa Rosa	577.52
Total Zachery Bunke:			<u>777.52</u>
Grand Totals:			<u><u>844,928.91</u></u>

SUPPLEMENTAL - FIELDBROOK-GLENDALE CSD CONTRACT SERVICES
 MONTHLY BILLING/EXPENSE REPORT
 February 28, 2025



	Month-to-Date	Year-to-Date	Prior Year	Difference
<i>Contract Services Billing</i>				
Administrative	1,232.87	9,862.96	9,557.12	305.84
Indirect/Overhead	976.81	7,814.48	7,572.24	242.24
Maintenance/Operations/Supplies	23,146.26	200,254.04	176,411.73	23,842.31
Total FB-GCSD Billing	25,355.94	217,931.48	193,541.09	24,390.39
<i>Contract Services Expenses</i>				
Employee Wages	13,192.66	100,392.75	88,552.02	11,840.73
Employee Benefits	6,942.28	47,880.02	44,500.67	3,379.35
Operations & Maintenance Expenses	886.96	23,138.69	10,600.13	12,538.56
General & Administrative Expenses	512.29	13,278.51	12,299.21	979.30
Total FB-GCSD Expenses	21,534.19	184,689.97	155,952.03	28,737.94
<i>NET Fieldbrook Contract Services</i>	3,821.75	33,241.51	37,589.06	(4,347.55)

Humboldt Bay Municipal Water District

To: Board of Directors

From: Darcey Quinn

Date: March 13, 2025

Re: US Bank Accounts, County of Humboldt Accounts, California Class, Public Agency Retirement Services (PARS), CalTRUST, Local Agency Investment Fund (LAIF), and Mellon Bank (ReMat Deposit) Authorized Signature Updates

Background

General Manager, John Friedenbach, is retiring from the District on April 15, 2025. Michiko Mares began employment on January 1, 2025 as Assistant General Manager and will become General Manager after John Friedenbach retires.

Recommendation and Action

Staff recommends a motion to update all District accounts: US Bank Accounts, County of Humboldt Accounts, California Class, PARS, CalTRUST, LAIF, and Mellon Bank to remove John Friedenbach as an authorized signer and to add Michiko Mares.

Humboldt Bay Municipal Water District

To: Board of Directors
From: Chris Harris
Date: March 13, 2025
Re: FY25 Staff Survey

Background

As in prior years, Management conducted a staff survey to help:

1. Gauge employee's job satisfaction;
2. Get an understanding any concerns employees may have;
3. Solicit any suggested improvements or other constructive comments employees may have.

In the past, both Management and the Directors found the survey responses to be very valuable and insightful. The Directors have requested that staff continue to conduct surveys on an annual basis.

Current

Last year, management skipped the annual survey in light of the many hours of employee participation required for the Salary Survey conducted by RGS.

Management is sincerely thankful to all participants, and honestly appreciates the feedback from the District employees.

Attachments

March 2025 Staff Survey Responses

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

MARCH 2025 EMPLOYEE SURVEY - RESPONSES

1. Do you have the resources you need to do your job well? What do you need?

- a. Yes, in general I have the resources I need. I feel comfortable asking if needed.
- b. Yes, grateful for this!
- c. Yes
- d. **no answer**
- e. Vac Truck
- f. Yes
- g. Yes
- h. Yes
- i. **no answer**
- j. I do have the resources needed! If anything comes up Chris is awesome about getting/approving what I need to be successful.
- k. Yes, I have the support to seek training and adequate tools in the tool box.
- l. Yes
- m. Yes, I do
- n. Yes, I do. If I ever need anything I will let my supervisor know.
- o. Yes.
- p. The latest salary survey/adjustment combined with the benefits package has satiated me for the interim. Thanks!
- q. Yes
- r. Vac Truck
- s. Yes!
- t. The number of personnel at Essex has grown considerably over the years, the staff office building and space for employees has not, however. There is a real need for more space for some individuals (offices), and the group as a whole (a larger breakroom, a conference room for training and meetings, etc.)

2. The District currently uses paycheck flyers/notices as a mean means of mass communication, is there something that would be more effective for you?

- a. No, this works just fine.
- b. Meets my needs.
- c. Emails
- d. **no answer**
- e. **no answer**
- f. Flyers work
- g. No
- h. That works well
- i. Text communication would be good
- j. I think the flyers are great, but I tend to lose them! I might prefer an email to my personal email so I have it digitally.
- k. Nope, this is very effective for me.
- l. No
- m. This is effective for me and I feel it could be a way to announce future job openings within the District. I feel that past job openings could have been dealt with better ☹.
- n. No
- o. This works for me

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

MARCH 2025 EMPLOYEE SURVEY - RESPONSES

- p. No complaints about the current system.
- q. E-mail?
- r. Works well
- s. No – this works well
- t. I am generally happy with notices coming with my paycheck. But, a District online message board or an intra-District group text or something that allows for both individual and mass communications might be nice too. Not every employee has their District computer with which to check their District email, nor do I think this is practical, but surely something exists to communicate more efficiently.

3. Do you feel the District promotes a work/life balance? Please provide details/examples in your response.

- a. Yes, I have very much appreciated the generous kin care option, and the support from my supervisors and co-workers when coverage is needed.
- b. District is very accommodating.
- c. Yes
- d. Yes, our supervisors accommodate time off requests very well.
- e. Yes
- f. Yes
- g. Yes, the Alternate Work Schedule has been a great improvement! I feel I am getting all my work done and I have more time for my personal life. It is GREATLY appreciated!
- h. I believe the District does this well. They are very accommodating when it comes to issues like time off.
- i. ****no answer****
- j. We started an alternative work schedule where we get every other Friday off and that has been AWESOME! I have an extra day for chores/rest and feel more energized at work.
- k. Yes, very little work comes home with me, and if I get a call at home I know it is very important.
- l. Yes – I am able to take the time I need to spend time with my family and outside interests
- m. Yes
- n. Yes. Especially now that we have an Alternate Work Schedule. This has made a great job even better!!!
- o. I think [a] few more floating holidays for those that cannot flex their schedules for an extra day off every other week would be reasonable.
- p. The recently implemented Ops 12-hour shift cycle promotes a 50/50 work/life balance. It has been well received by Ops.
- q. Yes. Justifiable needs are met.
- r. Yes
- s. Yes, I do now with the alternate work week schedule. This has allowed me to schedule appointments on my “free” day and I feel I am more productive at work.
- t. The District, management, and co-workers are very considerate of time off and flexibility for people to have an enjoyable homelife. Our Operations staff are willing to cover each other for operations shifts – we have a fantastic crew of individuals. The shift that operators work under (the 12-hour alternating shift) has been well received. The only thing I would like is an opportunity to work 4-10’s perhaps seasonally because I don’t have as much time as I would like to do many of the things I would like to do except weekends. (Note: I am **NOT** an Operator).

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

MARCH 2025 EMPLOYEE SURVEY - RESPONSES

We asked about the culture two-years ago, and are asking again because it is an important, key factor in employee satisfaction. This is your opportunity to share how YOU feel!

Workplace Culture: *Workplace Culture is how “you do what you do in the workplace.” It is the shared values, attitudes, behaviors, and standards that make up the work environment. It is what creates the day-to-day experience that employees have at work. At its core, Workplace Culture is how things get done around the workplace.*

4. Do you enjoy the District’s workplace culture? Is there anything about the District’s culture you would change?
- a. I definitely enjoy the culture here.
 - b. Yes, I get along with my co-workers. The District does a good job hiring people for our team.
 - c. I appreciate the District’s culture
 - d. **no answer**
 - e. Yes – No changes needed
 - f. Yes – keep it
 - g. Yes. The only thing I would change is more communication between upper management and staff. Sometimes I am unaware of things I need to be looped in on.
 - h. Yes
 - i. I feel we all get along very well. If someone is doing something inappropriate or unsafe, we let them know.
 - j. I love this workplace! From day 1 I have felt welcomed and accepted and couldn’t ask for a better group to work with.
 - k. Yes, we all share a common goal of providing the highest quality water to the public. We work as a team to achieve this.
 - l. Yes I enjoy it and no, I would not change anything. We are all a team, but I think we are appreciated as individuals as well.
 - m. Completely
 - n. I think we make a great team and always appreciate how we all work together.
 - o. Yes. No [changes]
 - p. I am more concerned with preserving the District’s current culture than I am with changing it.
 - q. Yes, especially since its transparent in the operations side
 - r. Yes. No [changes]
 - s. Yes, enjoy the work culture. Just continue [the] Alternate Work Week Schedule.
 - t. The District’s culture is one of the main reasons I choose to continue to work for the District. I initially came for job security, benefits, and pay, but culture is definitely in my list for top reasons to stay. The District needs to continue to seek out highly qualified, highly conscientious, high functioning people – a merit-based system. If we succumb to the vagaries of political correctness and DEI it will be to our peril. Those policies have shown themselves to be very damaging to other organizations’ workplace culture. Please do not enforce policies of DEI on us, it is a terrible idea. That will certainly change our culture significantly, and I fear not for the better.

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

MARCH 2025 EMPLOYEE SURVEY - RESPONSES

5. Do you feel you are able to collaborate with your co-workers and management team on an issue?

- a. Certainly.
- b. Yes, easily.
- c. Yes, mainly Chris
- d. Yes, people are receptive to offer opinions/concerns
- e. Yes
- f. Yes
- g. Yes
- h. Yes
- i. Absolutely yes
- j. Yes. If anything arises I feel totally comfortable talking to Chris and I feel confident that it would be addressed and handled in a timely manner.
- k. Yes. Everyone is receptive to questions and open to input.
- l. Yes. Even the difficult conversations are easier because I think there is a level of trust and appreciation between all staff.
- m. Yes
- n. Yes, my co-workers and management are great and [I] feel comfortable if there is an issue it would get resolved.
- o. Yes
- p. Management/co-workers appear to be more receptive/encouraging of my input than in previous years. Morale is up.
- q. Yes
- r. Yes
- s. Yes, with co-workers and Business Manager
- t. Management has always been approachable and respectful to my concerns. I am very happy with our mutual respect for one another. We have a great team which is very capable of accomplishing practically any task. Collaboration is a mainstay for us.

6. Do you have any concerns for the District in the near future?

- a. I hope we maintain our existing culture here. I hope that when Dale retires, we can have someone occupy that position who has a similar leadership style and knowledge/competency.
- b. Replacing Dale will be challenging.
- c. Yes. I have some reservations about the new GM. Hopefully she can step back, breathe, learn, and listen.
- d. **no answer**
- e. Samoa Right-of-Ways – if we are not able to maintain the road we are cooked when the line fails
- f. Increasing work load challenges for electrical department. Futures Essex succession planning
- g. Not really. I feel like the new GM has a lot to learn, but I am excited to see how that transition goes. I am a bit concerned for the world w/AI ramping up and curious how that may impact the District. Also curious how changes at the Federal level may impact the District.
- h. No
- i. Generator to run backwashes
- j. I think its always a little nervous to have a management change, but as long as there can be open communication I have faith it will all go well.

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

MARCH 2025 EMPLOYEE SURVEY - RESPONSES

- k. No
- l. New management making changes just because we do things differently than other places. Our systems and processes seem rather excellent and functional. Not against changes/improvements, but against changes "just because its different than other places."
- m. Yes I do. The structure of the succession of the next future superintendent.
- n. I have some concerns with the incoming new General Manager. Seems she wants to start making changes before getting to know how things are already working.
- o. 1. Following through with the recommended salary increases from the Salary Survey; 2. Keeping our culture through personnel changes; 3. Keeping some of the regulatory agencies in check so we can do our jobs.
- p. I hope our next Superintendent is someone who is promoted from within the District. The culture must be preserved.
- q. They need to recognize the crucial role of I.T. and give it one position.
- r. Too many regulations/Right-of-Way denials
- s. Yes – regarding new GM – feel she needs to know more about District & culture before making changes. She needs to listen to staff – not just make changes.
- t. We need to be orienting ourselves to improving our Information Technology department, perhaps bringing in a dedicated position. As the trend to a more complex digital workspace increases – we are only going to see more and more challenges to our ability to maintain and improve our operation. The reliance on new tech is certainly going to add to our challenges with cybersecurity, automation, and networking. There are a few individuals in the District who know some levels of computer science and IT, but these people have full plates already with their regular duties. To this point, I would like to see some thought given on how we can minimize adding additional tasks to our very busy staff, and consider whether we should search for someone with specific training and skills. One thing that came out of our wage survey last year was how may diverse tasks, and skills, and duties that we each perform as individuals in the employ of the District. I have often thought that if we had to hire out for individuals to fulfill the myriad [of] jobs (that we do routinely), considering the required training and skills to do them, would be considerably more expensive for the rate payers, **IF** we could even find someone with qualifications. In short, the District has found, not entirely by accident, some of the most skilled and talented individuals and put their strengths to beneficial use. Let's be mindful of that point when the next pay raise is being contemplated. Thank you for giving us a platform to flesh out our concerns and for being such a generous and considerate Board.

7. Do you have any additional thoughts/comments/concerns/ideas for improvements?

- a. A larger, improved breakroom and separate conference room would be nice.
- b. I am grateful that the salary study was done and the Board agreed to bump our wages. We all wear many hats at the District. This makes me feel more valued by the District.
- c. ****no answer****
- d. PO System could be improved. Frequently visited vendors/stores could have a fiscal year standard PO Number with a designated amount of money that can be spent there. Example: Ace Hardware has \$2,500 and submit receipts as things are bought.
- e. Environmental agencies need to back off us
- f. My main concern is that our pay increase will be voted down by the Board. It is not an accident that we have so many excellent employees.
- g. Remove the max accrual limit on sick time. Approve second phase of salary increases for 2025 as part of salary increase study and proposed schedule

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

MARCH 2025 EMPLOYEE SURVEY - RESPONSES

- h. Just better communication from top down. And listen to employees. Overall, this is the BEST place I have ever worked.
- i. I know we are addressing the salary ranges with stepped increases. I suggest we use the salary ranges used in the survey and index our ranges to match so we do not fall behind again.
- j. I like the idea of having a clicker to be able to remotely lock the two exterior doors. We have some odd people sometimes and I would feel safer if we had a way to lock the doors while staying safe in the office. Overall I love this job/group/District and am grateful to be here!
- k. No
- l. With all the potential management changes, don't fix things that are not broken.
- m. Improvement of Essex Operation Facilities for a new breakroom and conference room. These upgrades are deeply needed.
- n. Not at this time. Just want to keep our Alternate Work Schedule going, it makes a huge difference.
- o. ****no answer****
- p. Public outreach, openness to allowing facility tours to the public. Most people don't even know we exist, nor do they understand the importance of our mission.
- q. Establish and develop a CIO position
- r. Would like to be brought up to current pay scale
- s. ****no answer****
- t. I am very appreciative of the District and I look forward to many wonderful years in the future.

OPERATIONS

Memo to: HBMWD Board of Directors
From: Dale Davidsen, Superintendent
Date: March 4, 2025
Subject: Essex/Ruth February 2025 Operational Report

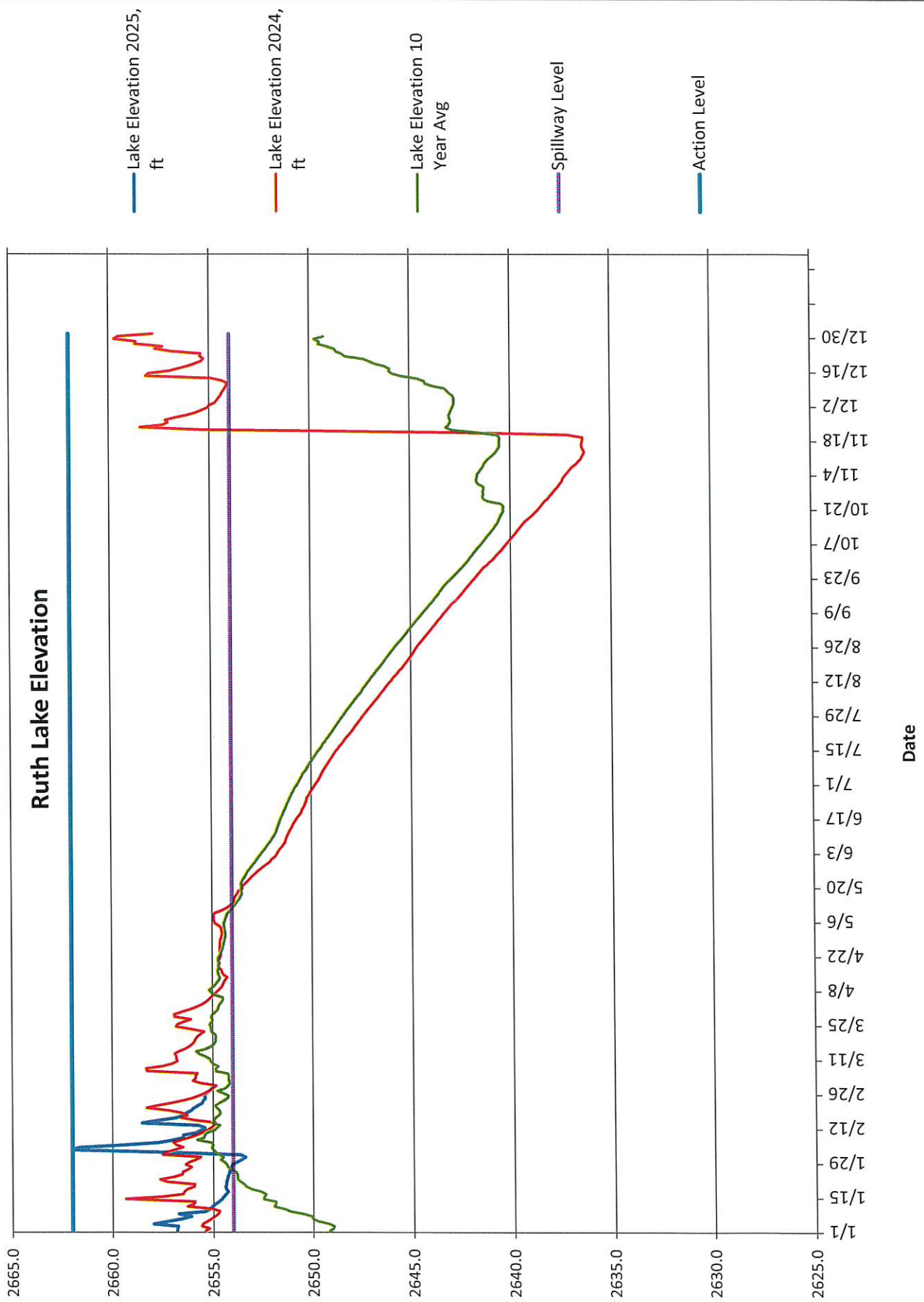
Upper Mad River, Ruth Lake, and Hydro Plant

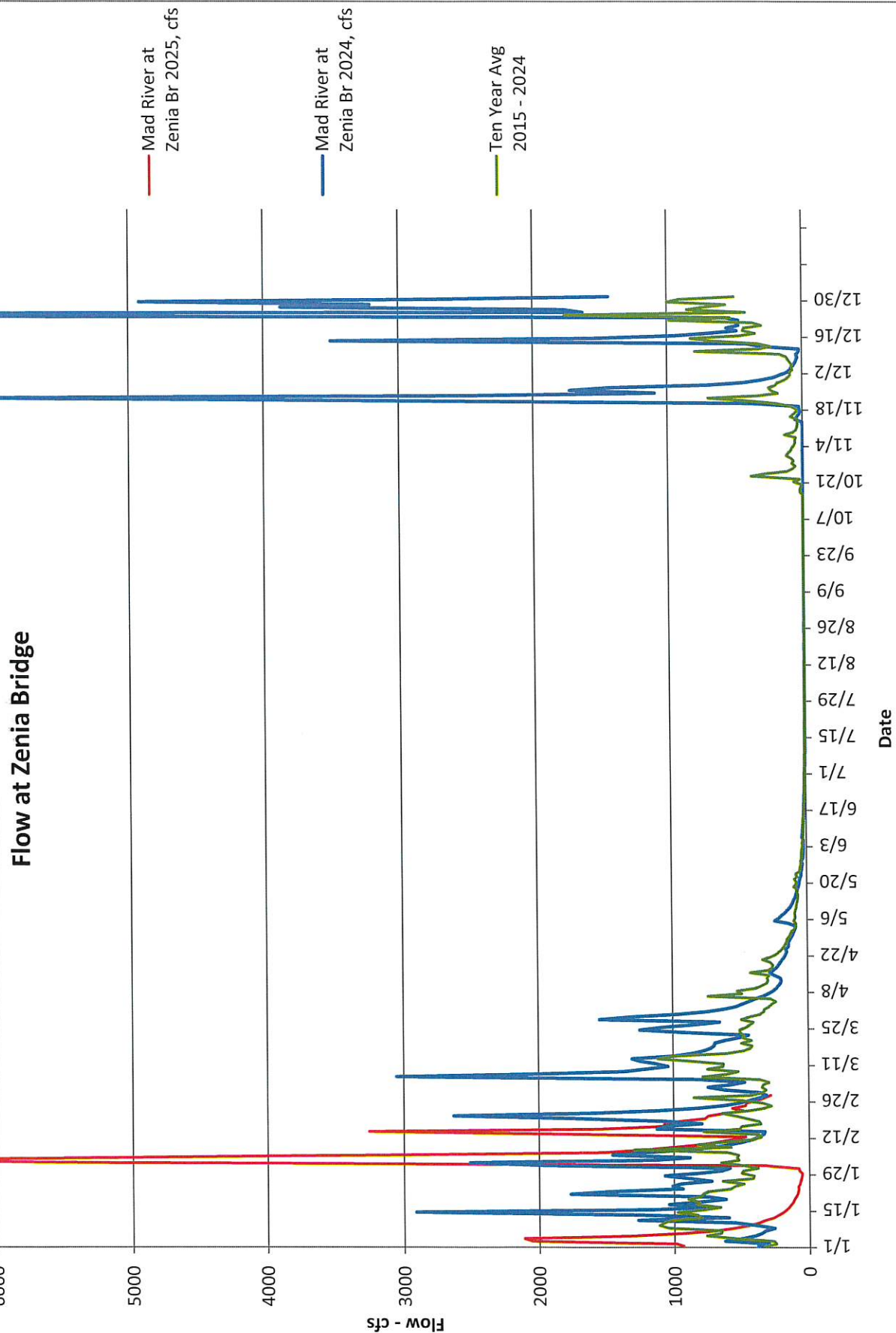
1. Average flow at Mad River above Ruth Reservoir (Zenia Bridge) in February was 1490 cfs. The maximum flow was 7070 cfs on February 3rd.
2. The conditions at Ruth Lake for February were as follows:
The lake level on February 28th was 2655.03 feet which is:
 - 1.65 feet higher than January 31st, 2025;
 - 0.12 feet lower than February 28th, 2024;
 - 0.64 feet higher than the ten-year average;
 - 1.03 feet above the spillway.
3. Ruth Headquarters recorded 19.11 inches rainfall in February.
4. Ruth Hydro produced 840,000 KWh in February. There was 1 PGE shutdown with 1700 KWh lost production.
5. The lake discharge averaged 1928 cfs with a high of 8816 cfs on February 3rd.

Lower Mad River, Winzler Control, and TRF

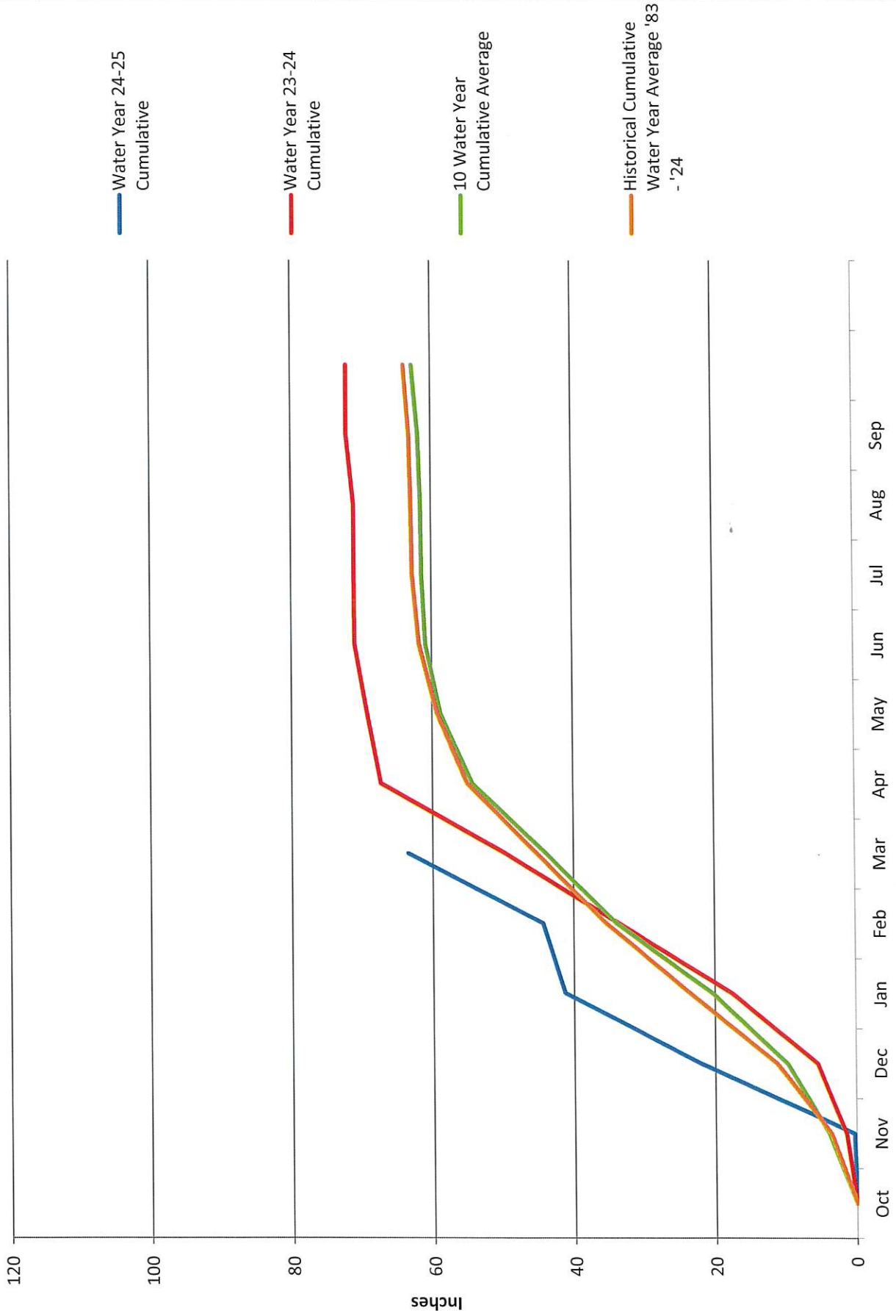
6. The river at Winzler Control Center, for February, had an average flow of 6153 cfs. The river flow was at a high of 23400 cfs on February 4th
7. The domestic water conditions were as follows:
 - a. The domestic water turbidity average was 0.12 NTU, which meets Public Health Secondary Standards;
 - b. As of February 28th, we pumped 192.455 MG at an average of 6.920 MGD;
 - c. The maximum metered daily municipal use was 6.640 MG on February 25th
8. The TRF is online:
 - a. Average monthly source water turbidity was 6.82 NTU;
 - b. Average monthly filtered water turbidity was 0.15 NTU;
 - c. Number of monthly filter backwashes was 99.

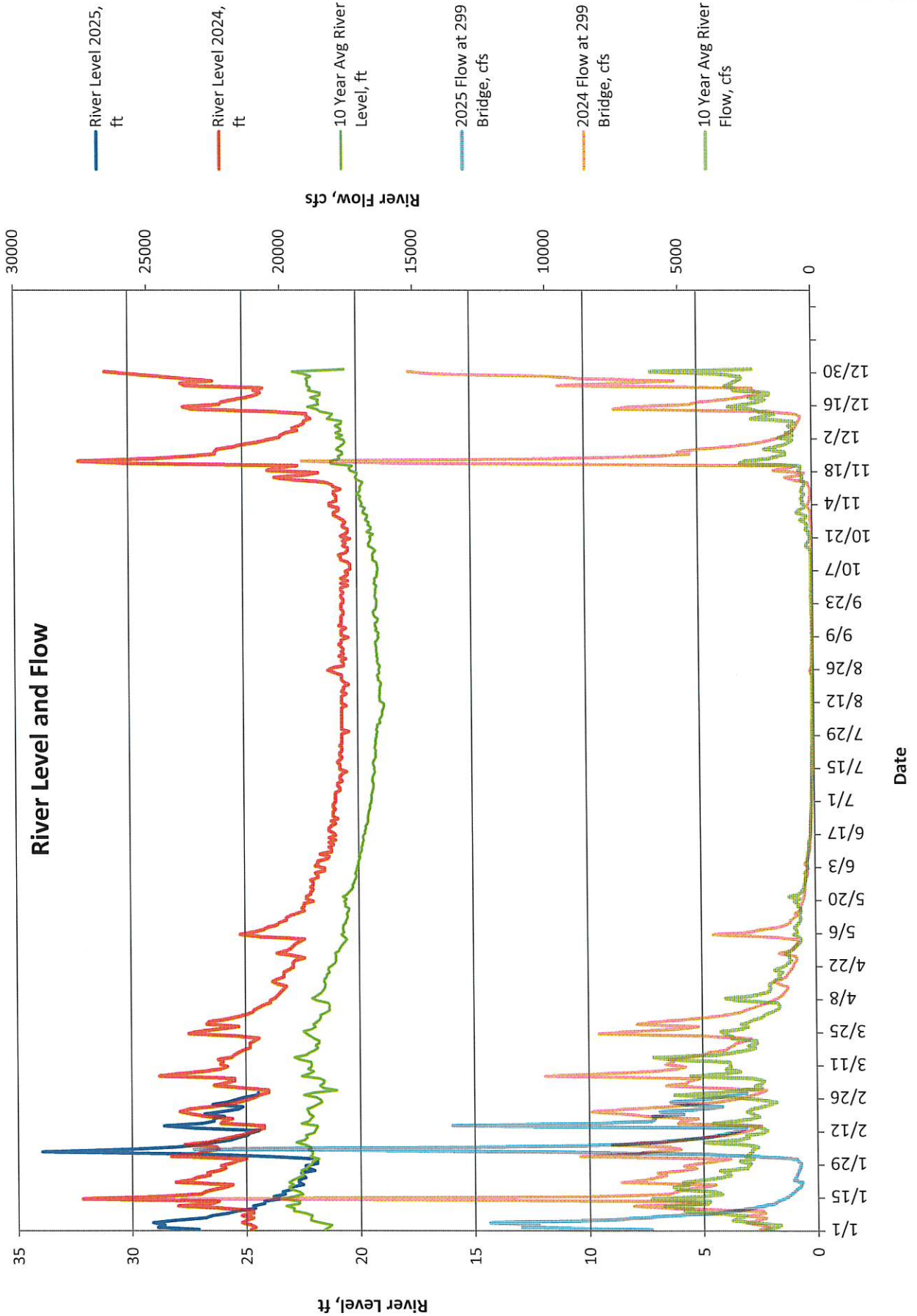
9. February 3rd – I went to Ruth to pump down the weir vault.
10. February 4th –
 - a. Redundant pipeline walk through with CalOES and FEMA contractor.
 - b. Boom Truck and Dump truck in the shop for opacity checks.
11. February 5th – TRF generator project Pre-Bid walk through
12. February 10th
 - a. Sequoia Construction broke ground on the OSHG project
 - b. Remove FB booster pump for mechanical seal replacement
13. February 12th
 - a. 2 Essex staff attended a Treatment Certification prep class in Redding.
 - b. Trip to Ruth to work on tilt meter communications issues
14. February 13 – Water Quality calibrations
15. February 18 – Review SOQ's for RW Matthews Dam Seismic Stability studies
16. February 19th – Met with SOQ review panel.
17. February 21st
 - a. CalARP (California Accidental Release Prevention) inspection at Essex
 - b. One of our operators took his D-3 test and passed
18. February 26th
 - a. Safety meeting – Respirator safety and fit testing
 - b. Updated Business Plan site map drawings for CERS (California Environmental Reporting System)
19. February 28th – Contractor poured a section of foundation for the 1 MG DW tank.
20. Current and Ongoing Projects
 - a. Annual Hearing and Respiratory exams.
 - b. Work with engineering and contractors as needed on multiple projects.
 - c. Ruth dam camera system – Installation complete. Training left to be done.
 - d. Tesla battery bank projects – In progress
 - e. Routine annual equipment maintenance and services.



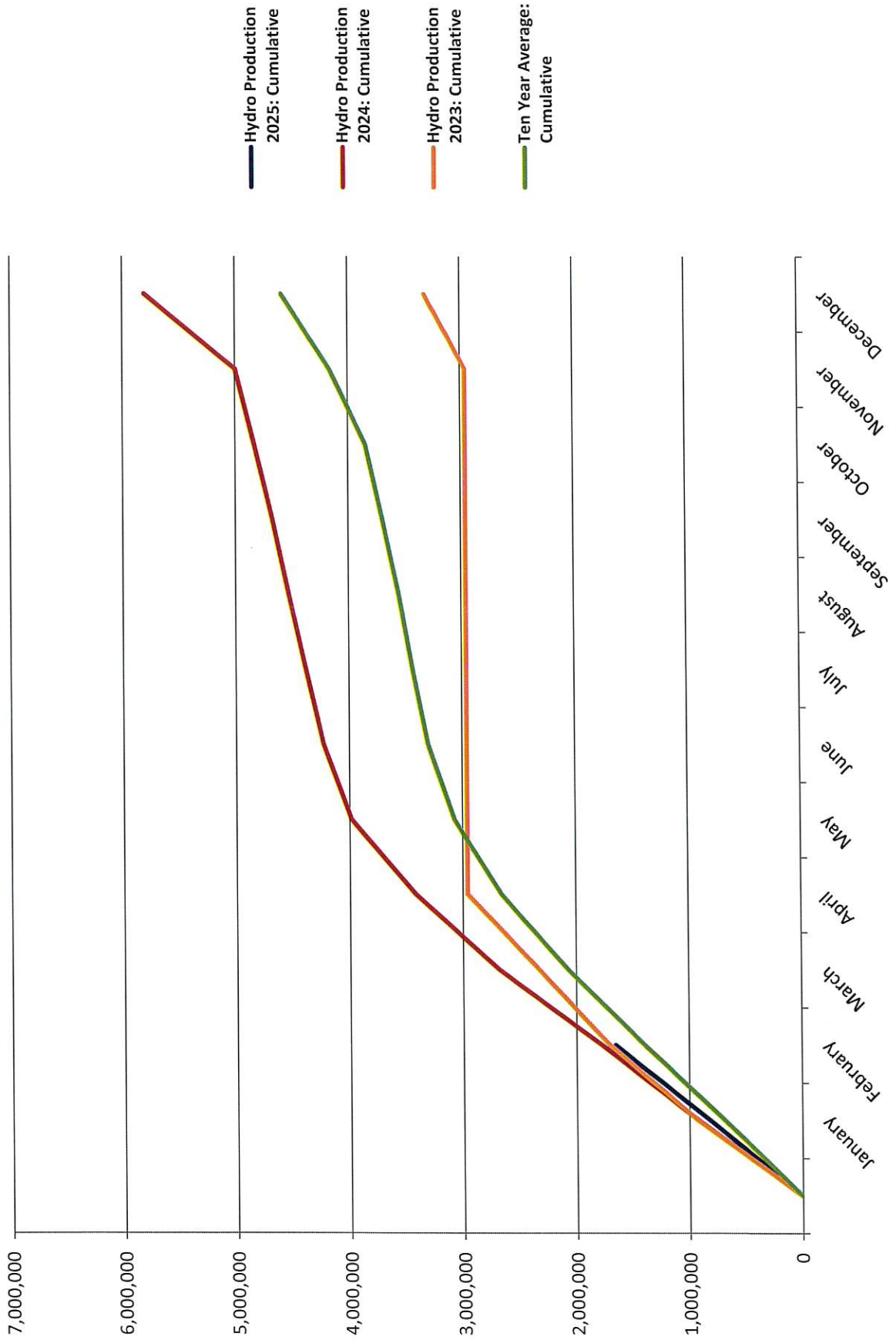


Ruth Rainfall - Water Year 2024-2025





Ruth Hydro Production: Cumulative kWh



MANAGEMENT



**Bringing
Water
Together**

ACWA Headwaters Working Group

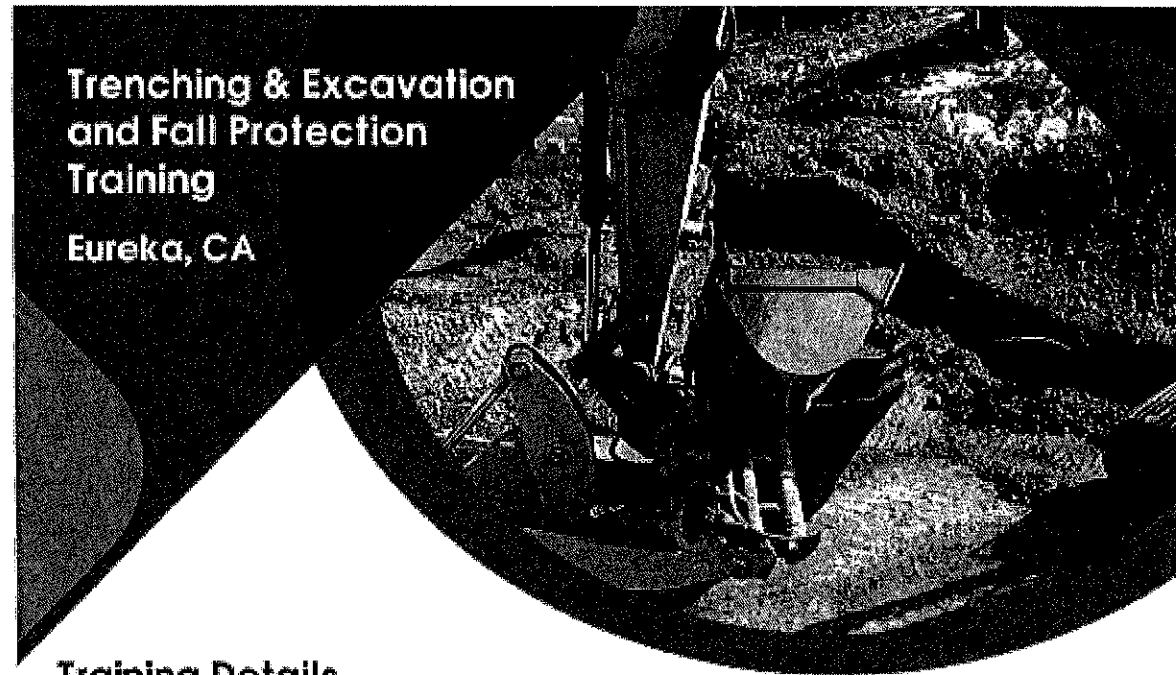
February 28, 2025

12:00-1:00 Pacific

<https://acwa.zoom.us/j/84694385089?pwd=xVaWPS7zxGFn44ub3HCic0nFCESVsb.1>

1. Introductions
2. Agenda review
3. Headwaters video subcommittee
4. ACWA staff state update
5. ACWA staff federal update
6. ACWA Washington D.C. Conference debrief
7. Regional member updates
8. Adjournment

ACWA



Training Details

Wednesday, March 26, 2025

Location:

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

Courses Offered:

8:30 - 11:30 AM Trenching & Excavation
12:30 - 3:30 PM Fall Protection

Instructor:

Paul Myers, Risk Control Advisor II

About the Courses

Trench & Excavation Course:

- Competent person responsibilities
- Cal/OSHA requirement
- Soil classification
- Inspection Documentation

- Determining what protective systems to use (Shoring, Benching, Shoring or Shields/Boxes)
- Trench safety

Fall Protection Course:

Fall protection training is an important part of a safety training program. Identifying fall hazards and deciding how to protect workers is the first step in eliminating or reducing fall hazards. This course will help participants understand the methods of providing and employing fall protection. Included will be a review of Cal/OSHA requirements, fall hazards, fall prevention and protective systems.

Registration & Contact Information

RCEA/RREDC



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

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

SECTION 11.4.a PAGE NO. 1

BOARD OF DIRECTORS REGULAR MEETING AGENDA

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

**February 27, 2025
Thursday, 3:30 p.m.**

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

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

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

THIS IS A HYBRID IN-PERSON AND VIRTUAL MEETING.

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

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

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

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

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

OPEN SESSION Call to Order

1. ROLL CALL - REMOTE DIRECTOR PARTICIPATION

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

2. REPORTS FROM MEMBER ENTITIES

3. ORAL AND WRITTEN COMMUNICATIONS

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

4. CONSENT CALENDAR

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

- 4.1 Approve Minutes of January 23, 2025, Board Meeting.
4.2 Approve Disbursements Report.
4.3 Accept Financial Reports.
4.4 Adjust RCEA Finance Committee Term Appointment Dates to End on February 28, 2026, to Simplify Mid-Year Budget Adjustment Meeting Scheduling.

5. REMOVED FROM CONSENT CALENDAR ITEMS

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

COMMUNITY CHOICE ENERGY (CCE) BUSINESS (Confirm CCE Quorum)

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

6. OLD CCE BUSINESS

- 6.1. Energy Risk Management Semi-Annual Report
Accept Energy Risk Management Semi-Annual Report.

7. NEW CCE BUSINESS – None.

END OF COMMUNITY CHOICE ENERGY (CCE) BUSINESS

8. OLD BUSINESS – None.

9. NEW BUSINESS

- 9.1 Fiscal Year 2024-25 Mid-Year Budget Adjustment
Approve proposed changes to the RCEA Fiscal Year 2024-25 Budget.

9.2 Federal Activity Update

Give guidance on level of engagement with Federal Government and how often staff should report back on federal developments.

10. STAFF REPORTS

10.1 Executive Director's Report

11. FUTURE AGENDA ITEMS

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

12. ADJOURNMENT

NEXT REGULAR MEETING

Thursday, March 27, 2025, 3:30 p.m.

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

Online and phone participation will also be possible via Zoom.



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

REDWOOD REGION ECONOMIC DEVELOPMENT COMMISSION

Regular Meeting of the Board of Directors

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

<https://us02web.zoom.us/j/89621973662?pwd=b8KenBu7Bfbxc14TZCOazmGgDnBea9.1>

Meeting ID: 896 2197 3662 Passcode: 659152

February 24, 2025 at 6:30 pm PT

AGENDA

- I. **Call to Order**
- II. **Introduction of Board Members**
- III. **Approval of Agenda**
 - A. Approval of Agenda for February 24, 2025.
- IV. **Public Input for non-agenda items**
- V. **Consent Calendar**
 - A. Approval of Minutes of the Board of Directors Meeting: October 28, 2024
 - B. Acceptance of Agency-wide Financial Reports: December 31, 2024
 - C. Approval of Meeting Schedule 2025
- VI. **Program – Jeremy Smith, Chief of Staff, The State Building and Construction Trades Council of California; Jeff Hunerlach, District Representative & Cody Freitas, Business Agent, Operating Engineers Local #3 – Project Labor Agreements**
- VII. **New Business**
 - A. Election of Board Officers and Executive Committee Members
 - B. Loan Committee Member Appointments
 - C. Loan Approval or Denial: Gold Rush Coffee Ltd. Liability Co.
 - D. Loan Approval or Denial: Jones Family Tree Service
- VIII. **Old Business**
- IX. **Reports – No Action Required**
 - A. Executive Director's Report
 - B. Loan Portfolio Report: December 31, 2024
- X. **Member Reports**
- XI. **Agenda/Program Requests for future Board of Directors Meetings**
- XII. **Adjourn**

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

**RREDC
 Member
 Agencies**

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