



HUMBOLDT BAY MUNICIPAL WATER DISTRICT
828 7th Street, Eureka



Agenda for Meeting of Board of Directors

December 8, 2016, 9:00 a.m.

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.

Time Set Items: 9:05 a.m. New Business- Item I1- Oath of Office
11:00 a.m. Reports - Engineering Report - Item J1

A. **ROLL CALL**

B. **FLAG SALUTE**

C. **ACCEPT AGENDA**

D. **MINUTES**

Minutes of November 16, 2016 Regular Meeting - approve*

E. **PUBLIC COMMENT**

Members of the public are invited to address the Board on items *not* listed on the agenda that are within the scope and jurisdiction of the District. At the discretion of the President, comments may be limited to three minutes per person. The public will be given the opportunity to address items that are on the agenda at the time the Board takes up that item.

F. **CONSENT AGENDA**

It is recommended that these items, which are informational or routine in nature, be received and filed by the Board at the beginning of the meeting. If any Board member or interested party requests that an item be removed from the Consent Agenda, it will be considered separately.

1. ACWA/JPIA -Leadership Learning Pays Off*
2. City of Blue Lake Parks and Recreation- Thank you note*
3. Dunes Climate Ready Grant Update*
4. Ruth Lake CSD 2016 Quagga Inspection Report*
5. Newspaper articles of local/water interest (organized by topic) *

G. **CORRESPONDENCE**

1. Letter from California Energy Commission re: Approval for RPS Certification, Matthews Dam*

H. **CONTINUING BUSINESS**

1. Water Conservation Regulations –status update*
2. Water Resource Planning
 - a. status report and discussion re: water-use options under consideration (local sales, transport, and in-stream flow dedication) and possible approval of letter to HCSD*
3. Cannabis activities – status update*

* Supporting material included in Director books



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4. Ordinance 16 and Contract Changes-status update

I. **NEW BUSINESS**

1. Oath of Office– Swearing in of Directors Hecathorn, Latt and Woo*
2. Employee Safety Incentive – Adoption of revised Safety Incentive Policy*

J. **REPORTS (from Staff)**

1. **Engineering (11:00 a.m.)**

- a) Ranney Collector 1 Lateral Replacement Project (partially funded by Prop 84 NCIRWMP grant) – status report and possible approval of any Change Orders/Progress Payments*
- b) Blue Lake-FG CSD Water Line Replacement over Mad River (funded by Prop 84 NCIRWMP grant and FEMA Hazard Mitigation Grant) – status report
- c) IMG Reservoir Roof Replacement & Painting- status report
- d) 12kV and Surge Tower HMG/PDM-status report
- e) Miscellaneous Property Developments, Arcata – status report*
- f) Status report re: other engineering work in progress

2. **Financial**

- a) Financial Report – approve November 2016 financial statement & vendor detail report*

3. **Operations**

- a) Monthly report on projects and operations*
- b) SCADA System Upgrade Project-review bids and possible approval of lowest, responsive, responsible bid*
- c) PG&E Statement of Electric Energy Purchased and hydro related summaries*

K. **DIRECTOR REPORTS & DISCUSSION**

1. **General**

- a) General comments or reports from Directors

2. **ACWA – JPIA**

- a) Report re: JPIA activities (if any)

3. **ACWA**

- a) ACWA Activities -report out on Fall Conference

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

- a) Status reports*

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 December 2, 2016)

* Supporting material included in Director books

Minutes



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November 16, 2016

A. **ROLL CALL**

President Hecathorn called the meeting to order at 9:00 am. Director Rupp conducted the roll call. Directors Laird, Latt, Rupp and Woo were present. General Manager Paul Helliker, Superintendent Dale Davidsen, Business Manager John Friedenbach and acting Board Secretary Dee Dee Simpson-Glenn were present. John Winzler and Nathan Stevens of GHD were present for a portion of the meeting. David Aladjem, participated in a portion of the meeting via phone.

B. **FLAG SALUTE**

President Hecathorn led the flag salute.

C. **ACCEPT AGENDA**

On a motion by Director Rupp, seconded by Director Woo, the Board voted 5-0 to accept the agenda.

D. **MINUTES**

Director Laird requested the word “again” be removed from a sentence in the Correspondence section. Director Woo requested wording be changed in the Advisory Committee Meeting section of the Minutes of October 13, 2016 Regular Meeting. On a motion by Director Laird, seconded by Director Woo, the Board voted 5-0 to approve the minutes as amended.

E. **PUBLIC COMMENT**

Dave Feral of Mad River Alliance announced the kickoff of 2017 Humboldt Steelhead Days. It will run from January through March 2017. The Board thanked him and asked that he please remind them again. Mr. Feral also announced that January 21, 2017 they will be holding an Expo in the Park. Director Woo plans on attending and Mr. Helliker will staff a table at the event.

F. **CONSENT AGENDA**

On a motion by Director Woo, seconded by Director Latt, the Board voted 5-0 to accept the Consent Agenda.

G. **CORRESPONDENCE**

Ruth Lake CSD dock compliance

Mr. Helliker reported that the inspection of the Ruth Lake Leaseholder docks was complete and all were in good shape and ready for winter.

Letter from Division of Drinking Water re: inspection

Mr. Helliker reported the Water Resources Control Board came out to do their annual inspection and the District came through with flying colors – all was good. They did the Fieldbrook Glendale CSD inspection as well and the results were good for them also.

H. **CONTINUING BUSINESS**

Water Conservation Regulations

Mr. Helliker attended the State Water Board meeting on November 1st. He reported that they were more measured in their discussion about the conservation program as conservation levels did continue and were actually higher in September than they were in August. Regarding the Executive Order Implementation, the Water Board and DWR are working on a draft report that should go to the Governor in January. The report will cover the Water Shortage Contingency Plan, the Water Use Efficiency Requirements and Leak Reduction. They still continue to press forward that agencies do a survey of all their properties. It is a very data and time intensive effort.



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Water Resource Planning

Local Sales

Mr. Helliker reported he spoke with Dan Berman from the City of Trinidad regarding the next steps on pursuing a grant for further analysis on the feasibility of a pipeline to supply water to them. The Trinidad City Council will be meeting later this month or next month to discuss being the grant recipient. Mr. Helliker will work with Mr. Berman on the staff report.

Transport

The Transport committee met on November 4, 2016. They had a good discussion regarding some options that are coming up. A draft letter was prepared for Governor Brown to explain what we are doing in regards to transport and to make sure he and his staff are familiar with this – it will likely be referred to the Department of Water Resources and the Resources Agency. Director Laird questioned the wording in the third paragraph where it referred to the primary alternatives. The letter will be edited per the discussion to add the word “some” to include all three uses.

Mr. Helliker reported that he and Director Rupp will be attending the ACWA Fall Conference and plan to have discussions with some of the larger users on the State and Federal projects to determine if there is any interest in purchasing our water.

Instream Flow

David Aladjem, Water Rights Attorney, participated in the meeting via phone. Director Laird questioned Mr. Aladjem regarding the fully appropriated status of the Mad River. He is concerned there may be other water consumers in the watershed that could be looking to obtain their own water rights. If an outside party challenged that fully appropriated status because we are no longer using our full water rights for delivery to the pulp mills, can that status be reopened and challenged by a third party? Mr. Aladjem responded the simple answer is yes. The best way to protect it is to make sure your name is on the water, even if it is the water that is already in the stream. Legally it is a very different thing to have water that is in the stream that is under an instream appropriative rights transfer versus water that is simply flowing down the river without having a name on it. If we were going to do a transfer of the water, we don't need instream flow dedicated for a period of years, as there is no unappropriated water. This is true even given how the stream is operating, from which there would be no change. Director Laird commented that our pursuit of the 1707 dedication has always been our backstop and if we can't sell the water that we would commit that water to instream flows so that it has our name on it. Mr. Aladjem confirmed that Director Laird was correct. Director Rupp asked what the scientific community or regulatory community would support of the instream flow regimen that would be beneficial to the fishery? He expressed concern that if we do instream flow dedication now, either below the diversion point or above it, that at a later date when the District wants to talk about transfer, it will not be seen as a package deal. He asked Mr. Aladjem to comment on this. Mr. Aladjem responded that he felt Director Rupp's concern was well placed. From a water rights perspective the law is fairly clear and felt that if we were to file the 1707 instream flow dedication petition, it would be made very clear that the baseline against which progress is to be measured is what is happening right now. When we dedicate water over and above current flows, there could be a benefit to the environment. It is a legitimate business risk that we have to weigh and he highlighted some key conversations that need to be held with various resource agencies. Mr. Aladjem noted that the advantage of a 1707 process is that we then have State Water Resources Control Board making determinations using its authority about what is in the public interest. Director Rupp asked if it would strengthen our



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position at a later date if we base our dedication on a scientific basis and look at what is beneficial to the reach of the river and maintains the beneficial environment for the 75 miles from dam to diversion point. Mr. Aladjem responded that you will not get scientific consensus, however a judge will look for a good scientific basis and how the adverse effects can be minimized. The Board thanked Mr. Aladjem for his time and knowledge. The Board continued the discussion at length regarding how to define the area of dedication. Mr. Helliker stated he will do an analysis on what is required to go through this process and try and pin down the costs of what analysis we will need to do and have a further discussion about it.

The Board briefly discussed the letter from Humboldt Community Services District (HCSD) regarding their concerns on instream flow. HCSD acknowledged that Mr. Helliker attended their meeting and answered questions however, still had some questions. The Board requested Mr. Helliker prepare a response and bring it back to the next meeting for approval.

Cannabis activities

Mr. Helliker reported that as previously discussed the Regional Water Board has proposed an update to the aerial survey which they would like to have done sooner rather than later. They asked the District to help fund an aerial survey of 69 sites in the Mad River watershed. This survey will give the Regional Water Board site specific information they will need to be able to take enforcement action on these sites if necessary. Director Rupp asked if there were a provision that when the Regional Water Board gets their funding, they would reimburse the District the funding provided. Mr. Helliker will ask the Water Board this question. He noted that CDFW conducted and paid for the first aerial survey.

Regarding the pump that had been left in the lake, Mr. Helliker reported that the lake level was too high to safely remove the pump and the pump is stuck in the mud. Director Hecathorn asked what the pumping capacity was on this pump. Mr. Davidsen responded it was capable of doing hundreds of gallons per minute. Concern was expressed on whether there was oil that could leak out and get into the lake. Director Latt suggested that if the pump has lubricating oil in it and if the oil escaped into Ruth Lake, that information should be passed on to Environmental Health. He noted this is actionable and the pump owner may be held accountable for any negligence if that were the results.

Ordinance 16 and Contract Changes

Mr. Helliker met with several of the municipal customers and is scheduled to meet with the rest of them for outreach and discussion regarding Ordinance 16 contract changes. The discussions have gone well so far. Director Rupp feels it would be good to provide the Municipal customers a briefing on the history of the Water District. Director Latt concurred and added discussion should be tailored to why changes are necessary and give them the information to support an affirmative finding by them. Director Rupp suggested getting the Water Task Force together to give them a chance to go over it. This will create an advocate that will go back to the council at the elected level.

I. NEW BUSINESS

Replacement of resigning Board member

Director Laird announced he will be resigning from the Board after the January 2017 meeting. The Board discussed options and agreed to appoint a new Director. On a motion by Director Rupp, seconded by Director Woo, the Board voted 5-0 to appoint a new Director and approve the schedule proposed by staff.



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J. REPORTS (from Staff)

1. Engineering

Ranney Collector 1 and 1A Lateral Replacement Project (partially funded by Prop 84 NCIRWMP grant)

Mr. Nathan Stevens provided an update on the project. The Collector 1 portion of the project is completed. It was difficult getting the pumps set and getting off the river bar by October 15th and before the river came up. Mr. Stevens complimented Mr. Davidsen and his staff on consistently going above and beyond. The crew worked some late days but were able to get two pumps reset and running. The construction crew has now moved over to the Collector 1A project.

Mr. Stevens recommended approval of Change Orders #5 in the amount of \$3,330, Change Order #6 in the amount of \$22,100, Change Order #7 in the amount of \$8,000 and Pay Request #4 to Layne Christensen in the amount of \$186,520, less retainage of \$9,326 for a payment of \$177,194. On motion by Director Laird, seconded by Director Rupp, the Board voted 5-0 to approve Change Order numbers 5, 6 and 7 and Pay Request number 4.

BlueLake-FGCSD Water Line Replacement over Mad River (funded by Prop 84 NCIRWMP grant and FEMA Hazard Mitigation Grant)

Mr. Stevens reported that they continue to go back and forth with FEMA on the NEPA document. Following a conference call with them, they indicated they wanted concise language in the Biological Report regarding what Federally Listed Species could potentially be on site, and what mitigation measures would be incorporated to prevent impacts to them. There were some inconsistencies in the Cultural Resource survey, regarding acreage, etc. and FEMA has asked Jamie Roscoe to correct the report. They also expressed concern regarding whether or not the existing pipe on the train trestle was going to be removed when the project is completed. The existing report will be updated to resolve the inconsistencies, however there are no plans to remove the existing pipe on the trestle. A lengthy discussion amongst the Board followed regarding the pros and cons of removing the pipe.

1MG Reservoir Roof Replacement & Painting

The design, plans, and specifications of the roof replacement and painting of the interior and exterior of the 1MG Domestic Reservoir have been completed. The engineering cost estimate for this project was \$500,000. Mr. Stevens stated the project will likely go out to bid this month if the Board approves it. The work will start in Spring 2017. On a motion by Director Rupp, seconded by Director Laird, the Board voted 5-0 to approve going out to bid on the 1MG Reservoir Roof Replacement and Painting Project.

12kV and Surge Tower HMG/PDM

Mr. Stevens gave a status report on the 12kV and Surge Tower HMG/PDM grant. The Essex 12kV Main electrical switchgear replacement and Surge Tower demolition and replacement under the Hazard Mitigation Grant Programs were submitted. The HMG program recently came back with several questions about the 12kV switchgear and the Surge Tower. Staff answered the questions, and FEMA staff replied that they would be awarding the Surge Tower Phase 1 grant shortly. FEMA/CalOES has not responded on whether or not they are going to award the grant for the 12kV Switchgear.



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Trolley Car Inspection Report

Mr. Stevens reported out on the Trolley Car Inspection Report which was included in the board packet. Following an inspection done by the structural engineer, they were unable to fit the trolley car into an existing category and therefore could not find a “standard” related to projected lifespan of this cable. Further examination of the cable indicated there was no sign of stretching or fraying and the conclusion was that it was in fine shape and there was no need to replace it. It was recommended that the wheels be replaced as they are showing signs of wear.

Ancient Tech Development, Arcata

Mr. Stevens reported on the status of the proposed development in the City of Arcata, along West End Road by Ancient Tech Development. Per the architect’s drawing, it shows the District’s 30 foot easement incorrectly. The City of Arcata was notified that the District easement as shown was not the correct location of our easement. Mr. Davidsen stated that we will do location testing to determine exactly where our pipeline runs in relation to the proposed building site. He also reported that he and Mr. Helliker met with the property owner. Based on the proposed location of the project, there does not appear to be a conflict with the District’s pipeline.

2. **Financial**

Financial Report

Director Rupp provided the October Financial Report. Director Latt reviewed the bills and stated all is good. He did have a question regarding the bill paid to cruise timber. Mr. Davidsen explained the process and time it took to cruise and mark hazardous dead, dying and diseased trees. Director Latt was satisfied with this.

On a motion by Director Rupp, seconded by Director Latt, the Board voted 5-0 to approve the October 2016 financial statement and vendor detail report in the amount of \$523,736.83.

A discussion followed regarding the merits of removing the dead, dying and diseased trees versus leaving them.

Internal Control Questionnaire

Mr. Friedenbach discussed the fraud risk questionnaire he completed that was provided by the auditor. Director Rupp stated he was very pleased to see this as this had not been provided by previous auditors.

Letter from County Treasurer

Mr. Friedenbach gave a brief report on the letter from the County of Humboldt Treasurer-Tax Collector regarding Interest Apportionment Rate and Other Considerations. We are getting 1.2% and holding for April through June.

3. **Operations**

Mr. Davidsen provided the October Operational Report. With the rain in October, the reservoir would have spilled had we not been running two generators. On October 12th through 15th the Maintenance Crew installed pumps 1-3 and 1-2 back onto Collector 1. As the first large storm of the season was predicted, the crew worked long hours and were successful in getting the pumps installed before winter.

Mr. Davidsen reported that he sent two employees for Chlorine training put on by the Humboldt Bay Fire, HazMat Team. The TRF was put online for the season. On the weekend of October 22nd and 23rd someone cut a hole in the TRF fence, broke out the window of the boom truck and stole a flashlight and some small tools. It was reported to the Sheriff’s Department and the truck and



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fence have since been repaired. Director Laird expressed concern regarding the security system. Mr. Davidsen stated they will beef up the security system.

Mr. Davidsen reported on his attendance at the Fall AWWA conference. He thanked the Board for the opportunity to attend these conferences.

The SCADA system has gone out to bid with bidding closing November 30th at 3:00 pm. The bid results will be brought to the December Board meeting.

4. Management

ACWA/JPIA Leadership Training

Mr. Friedenbach reported out on his ACWA/JPIA Leadership training. He successfully completed the course and shared his certificate of completion. He thanked the Board for supporting his continued education and shared highlights from the leadership program.

K. DIRECTOR REPORTS & DISCUSSION

1. ACWA – JPIA

Director Rupp reported that he and Mr. Helliker will be attending the ACWA/JPIA meetings at the ACWA Conference.

2. ACWA

Outreach Alert

Mr. Helliker discussed the latest communication from ACWA “Outreach Needed on Shift to Ongoing Efficiency”.

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

RCEA

Director Woo reported that work keeps going on at a furious pace on a number of fronts. She is on a sub-committee with Ryan Sundberg to look at HR and staffing as well as other policies. It is likely they will be voting to hire an HR manager next Monday.

RREDC

Director Rupp reported they had a planning session and basically prioritized initiatives that they wanted to undertake. He reported that the highest vote went to housing. It was very cooperative and constructive and a good thing to do.

North Coast Resource Partnership (NCRP)

Mr. Helliker reported there will be a round of funding for disadvantaged community outreach and the NCRP will apply for the funding and will be going out for a sub-contract with potentially different contractors throughout the whole region.

ADJOURNMENT

The meeting adjourned at 12:28 p.m.

Attest:

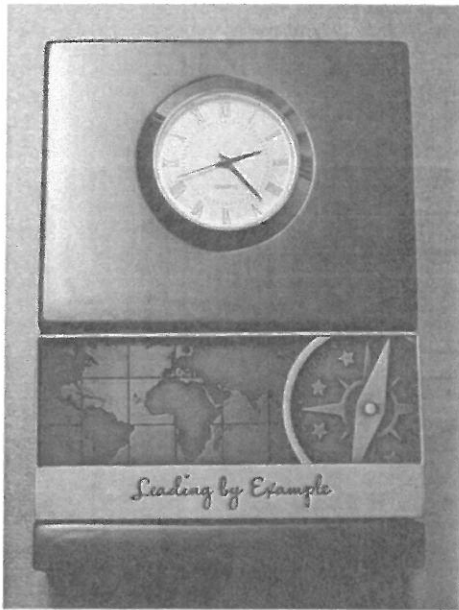
Barbara Hecathorn, President

J. Bruce Rupp, Secretary/Treasurer

Consent

Leadership Learning Pays Off

John F. Kennedy said "leadership and learning are indispensable." That is the foundational premise around the Leadership Essentials for the Water Industry Program from JPIA. Introduced last year, the entire focus of the program is learning about self and developing self-awareness to better lead an organization. Learning and leadership are very intertwined.



Each graduate received a desk clock with the words "Leading by Example" and their names engraved on the back.

Twenty-two water industry professionals have finished the year-long course and have gone on to be more effective leaders in their agencies. Upon completion, individuals understand themselves and their communication style and how that impacts their interactions with staff, elected officials, and others. In-depth models were discussed and utilized to improve performance of self, teams, and the overall agency.

Participants committed themselves to almost 60 hours of classroom and webinar time, along with countless additional hours applying what was learned back at work. The results far exceeded even JPIA's expectations. Comments such as "invaluable," "eye-opening," "informative," and "beyond expectations" were common in post-program feedback. An additional benefit realized was the opportunity to network informally with other leaders in the water industry. The connections made will be long term and now the attendees have colleagues that are also a resource, partner, and sympathetic ear.

JPIA will continue to offer opportunities for those who have completed the program (the alumni) to gather, learn, and discuss topics relevant to leadership in the water industry. JPIA hopes to accommodate this exchange at each conference.

Please join the JPIA in congratulating the 2016 graduates of the Leadership Essentials for the Water Industry Program.

Written by: Patricia Slaven, Training Manager

Participants committed themselves to almost 60 hours of classroom and webinar time, along with countless additional hours applying what was learned back at work.



Graduates of JPIA's Leadership Essentials Program Fall 2016 from northern California l to r: Clint Camac (facilitator), Hilary Straus, Bob Pierce, Sara Singleton, Anjanette Shadley, Ralph Bracamonte, John Friedenbach, Donna Leatherman, David Gordon, and Patricia Slaven (assistant facilitator). Missing: Piret Harmon and Paul Hughes.



Graduates of JPIA's Leadership Essentials Program Fall 2016 from southern California l to r: Clint Camac (facilitator), Trisha Woolslayer, Tom Neister, Kelly Gardner, Jennifer Spindler, Steve Lang, Tom Scaglione, Andy Sells, Dina Hildago, Patti Rose, Randy Shilling and Patricia Slaven (assistant facilitator). Missing: Ian Prichard.

Comments Received From 2016 Leadership Essentials For The Water Industry Program Participants

"I have truly enjoyed this course and will continue to work on areas identified for development, and build on my strengths. Thanks to JPIA for putting this course together." — Bobby Pierce, General Manager, West Stanislaus Irrigation District

"ACWA JPIA's Leadership Essentials program taught me that leadership is simply inspiring others to do their best. I have accomplished that at my district by connecting with my fellow employees, sharing what I have learned from the program, and encouraging staff at all levels to be leaders by inspiring others at work, at home, and in their communities, to do their best." — Tom Scaglione, Interim General Manager, Vallecitos Water District

"I found great value in exploring the stages and best practices of leadership. Not only did we explore our natural style, but we learned how to change our behaviors to be more effective at each stage: visioning, alignment, and execution." — Tish Berge, Director of Administration and Finance, Rincon del Diablo Municipal Water District

"I learned a lot about myself and my interactions with others, especially those whom may not have the same behavior style as me. I never felt as if the program was 'work' or took time away from my current duties. In closing I want to mention that I feel that this program is a great value for the district, and we should participate in the future by including other staff members." — Steve Lang, Operations Manager, Three Valleys Municipal Water District

2016 Graduates Of The Leadership Program

NAME	TITLE	DISTRICT
Tom Neisler	Operations Manager	Tehachapi- Cummings CWD
Dina Hidalgo	Director of Human Resources	Central Basin MWD
Tish Berge	Director of Administration & Finance	Rincon del Diablo MWD
Randy Shilling	Deputy General Manager, Business Operations	Kings River CD
Steve Lang	Water Operations Manager	Three Valleys MWD
Trisha Woolslayer	Environmental Health & Safety Manager	South Coast WD
Kelly Gardner	Assistant Executive Officer	Main San Gabriel Basin Watermaster
Patti Rose	Sr. Administrative Analyst	Antelope Valley East Kern WA
Jennifer Spindler	Assistant General Manager	Crestline-Lake Arrowhead WA
Tom Scaglione	Assistant General Manager	Vallecitos WD
Ian Prichard	District Planner	Camrosa WD
Andy Sells	Chief Executive Officer	ACWA JPIA
Anjanette Shadley	Special Projects Manager /Office Manager	Western Canal WD
Bobby Pierce	General Manager	West Stanislaus ID
David Gordon	Interim Operations Manager	Citrus Heights WD
Donna Leatherman	District Manager	Calaveras PUD
Hilary Straus	Assistant General Manager	Citrus Heights WD
John Friedenbach	Business Manager	Humboldt Bay MWD
Paul Hughes	Chief Financial Officer	South Tahoe PUD
Piret Harmon	General Manager	Scotts Valley WD
Ralph Bracamonte	District Manager	Central WD
Sara Singleton	Assistant Manager	San Benito County WD



H.B.M.W.D. NOV 1-6 2016

Thank You from Blue Lake Parks & Recreation!

We sincerely appreciate your support which helps make our community a better place to live & play.

Dear HBMWD,

Thank you so much for your generous donation for our water bottle filling stations and 'Top the Mad' campaign here in Blue Lake. Your donation will certainly enhance ~~the~~ and benefit our community. Warm Regards,
Cynthia M. Hill

Sherrie Sobol

From: Friends of the Dunes <steven@friendsofthedunes.ccsend.com> on behalf of Friends of the Dunes <info@friendsofthedunes.org>
Sent: Friday, November 18, 2016 12:37 PM
To: Sherrie Sobol
Subject: Dunes Climate Ready Quarterly Update (August-October 2016)



Dunes Climate Ready Grant Update

August 2016 - October 2016

DUNES CLIMATE READY GRANT QUARTERLY UPDATE

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

Fifth Quarterly Update, August 2016 - October 2016

The Dunes Climate Ready Grant is at approximately the halfway point. To learn more about the project, previous updates can be found [here](#).

2016 Summer Field Survey

Most of the summer survey was completed by early October. In-kind matches of labor from other collaborators were an important contribution, comprising more than 50% of the labor needed to complete the survey. Work is now underway to review and clean all collected data from the winter and summer surveys. Having two intervals for most of the transects gives us the ability to look for inconsistencies for the first time. Once the data has been cleaned it will then be ready for analysis.

Lanphere Adaptation Site

The 1.25 acre Lanphere adaptation site is part of a controlled experiment to examine the effects of native vs. invasive plants on sand deposition and other aspects of dune ecology and response to climate change. The experiment was intended to be completed with manual *Ammophila* (European beach grass) removal. However, unforeseen scheduling conflicts caused a delay in

manual removal, and the emergence of re-sprouts prompted the need for additional treatment. Because the study involves measuring sand deposition and other dune attributes, hand-pulling at the time would have caused excessive sand movement, compromising the integrity of the study. These circumstances are what prompted the US Fish & Wildlife Service (USFWS) to apply herbicide to *Ammophila* resprouts in March. Mortality from the herbicide application was approximately 50% and *Ammophila* resprouts continued to grow during summer months. To maintain the integrity of the study, plants needed to remain in place, and thus were resprayed in September by USFWS. Planting of native plants is scheduled for the current rainy season. The remaining live *Ammophila* will be manually removed prior to planting.



A 3d rendering of the North Spit Adaptation Site in April 2016 by Alana Rader, created from aerial kite imagery. The control area where *Ammophila* was retained is visible on the lower right.

University of Victoria Master's student Alana Rader revisited the site during the first week in September and completed a terrestrial LiDAR survey and kite mapping of the site. Yes, a camera was attached to a kite, and with the help of a coastal breeze, was flown to help map the dunes! Alana will be analyzing morphodynamic changes in the adaptation site from before the *Ammophila* removal through the first year.

Eel River Adaptation Site

The objective of this adaptation site is to test methods of rebuilding the foredune at a small breach/washover site on the Eel River Estuary Preserve. The transplanted native dune grass (*Elymus mollis*) culms planted in March were monitored in late September. Of the 270 plants that had survived to May, 189 or 70% survived to October. This survival rate was surprisingly high given the low initial survival of 25% after the *Elymus* was transplanted. The cause of summer mortality was not determined, but the photopoints demonstrate that there was little additional sand burial, which was the main cause of the high mortality in the two months following planting. This

adaptation site will receive additional planting this winter. More driftwood was placed on the site by the Wildlands Conservancy this summer to help capture sand.

Friends of the Dunes (FOD) Adaption Site

The FOD propagation site was monitored in October. In contrast to the Eel River *Elymus* planting, this propagation site (which had shown high survival of 70% ten weeks after initial planting) underwent significant mortality between May and October. Of the culms still present on the site, only 37% were alive. The poor performance of the plants was probably in large part due to rabbit grazing. Almost 60% of the surviving plants showed signs of severe grazing, and rabbit pellets were abundant in the area. The fact that *Elymus* was present in small but concentrated numbers, and surrounded by less palatable *Ammophila* may have caused grazing pressure to be much higher than in areas where it is mature and abundant.

Rather than trying to fence the area to keep herbivores out, it has been proposed to establish a new propagation site, possibly just north of the FOD boundary on Bureau of Land Management land where *Ammophila* was removed some time back. At a boundary between removed and retained *Ammophila*, there is commonly elevated erosion north of the boundary due to wind steering around the *Ammophila*. By establishing the propagation site there, *Elymus* plantings would be expected to slow the wind acceleration and reduce erosion of sand. Less grazing by rabbits would also be expected because the site is not be surrounded on three sides by *Ammophila* which provides habitat for and concentrates herbivores.

El Niño Erosion

Mapping and photo-documentation of the scarps, measured after the winter El Niño storms, was resumed in October and will continue into November to determine the extent to which ramping has occurred and scarps have healed. Scarps are nearly vertical cliffs that often occur on the foredune during storm surges, and separate the otherwise level beach from the dunes above it.

Outreach

On August 31, Dr. Patrick Hesp, an internationally renowned expert on dune geomorphology, gave a public talk on Coastal Dune Systems and Sea Level Rise. His talk focused on the evolution of



Top: Initial *Elymus* planting March 3, 2016
Bottom: Same site on November 1, 2016

barrier dune systems, such as Humboldt Bay, and described the different ways in which foredunes can migrate inland during sea-level rise.

There are no outreach events scheduled at this time. We are working on scheduling a public walk in early 2017 and will send an email to this list serve as soon as it is confirmed.



Native yellow sand verbena.

For additional background information visit the following websites:

- * [Humboldt Bay National Wildlife Refuge](#)
- * [University of Victoria Dune Dynamics Lab](#)
- * [State Coastal Conservancy](#)
- * [Friends of the Dunes](#)

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

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Sent by info@friendsofthedunes.org in collaboration with



Try it free today



Ruth Lake Community Services District

12200 Mad River Road
Mad River, CA 95552
Telephone: 707-574-6332 Fax: 707-574-6080
Email: ruthlakecsd@yahoo.com
www.ruthlakecsd.org

2016 QUAGGA INSPECTION REPORT

In our 8th year of watercraft registrations and inspections the required inspections are generally accepted with the boaters and the "clean, drain and dry" policy is generally understood with little resistance to the procedure.

This season 1884 watercraft registrations/inspections were completed between the two sites, (Ruth Lake Marina and Ruth Rec Campground).

In 2015 - 1819 watercraft registrations/inspections were completed between the two sites.

The following is a summary of the 2016 inspections.

QUAGGA INSPECTION SUMMARY

Jan. 1, 2016 to Nov. 30, 2016

	Marina	Campground	Total
Resident registrations (yellow)	139	183	322
Non resident inspections (red)	498	447	973
Non trailered watercraft (blue)	223	366	589
Total registrations/inspections	860	996	1884
Craft that failed inspection	1	0	1

(1 boat denied entry, from Humboldt County for standing water,
none from any known high risk areas)

INSPECTIONS:

Banded from 2015

222

Inspections done at other locations:

Reynolds RV (Fortuna)	19
Bayleys (Hayfork)	4
Browns Sporting (Garberville)	2
Lorin Fleming (bass tournaments)	3

Ruth Lake reservoir is full of 15+ billion gallons of water

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

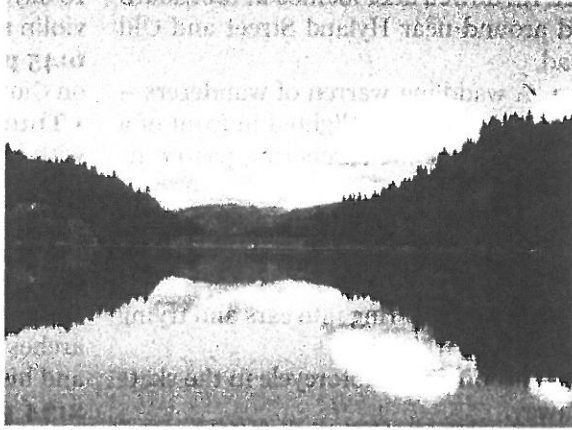
EUREKA – The Humboldt Bay Municipal Water District announced last week that Ruth Reservoir, the source of water supply to over 80,000 residents of the Humboldt Bay area, has filled for the first time in Water Year 2016-17, which started on Oct. 1. The reservoir holds 48,030 acre-feet of water when full, or 15.65 billion gallons.

Also since Oct. 1, 15.58 inches of rainfall have accumulated in Eureka as of midnight of Nov. 23. This represents 258 percent of the normal amount of rainfall during that period.

Additional rainfall on Nov. 23 and through the rest of Thanksgiving week was expected to cause the reservoir to rise further, providing additional flow over the spillway at Matthews Dam, which impounds Ruth Reservoir.

During October and November, the district has been running its hydropower plant up to its capacity of 1,350 kilowatts, with 250 cubic feet per second of water flowing through both turbines (or approximately 134 million gallons per day).

This is the earliest in the water year that Ruth Reservoir has filled during the past 10 years. Drought conditions did not exist on the Mad Riv-



RUTH LAKE With Matthews Dam in the distance.

SUBMITTED PHOTO

er last year, and so far, Water Year 2016-17 has been one of the wettest on record.

Formed in 1956, the district supplies water to seven municipal water supply agencies, including the Cities of Arcata, Blue Lake and Eureka, and the following Community Services Districts: Fieldbrook-Glendale, Humboldt, Manila and McKinleyville. The district also provides water directly to approximately 200 residences and businesses in Arcata and on the Samoa Peninsula.

*also ran in West Coast Outpost,
NC Journal, Times - Standard
+ News Channel 3*

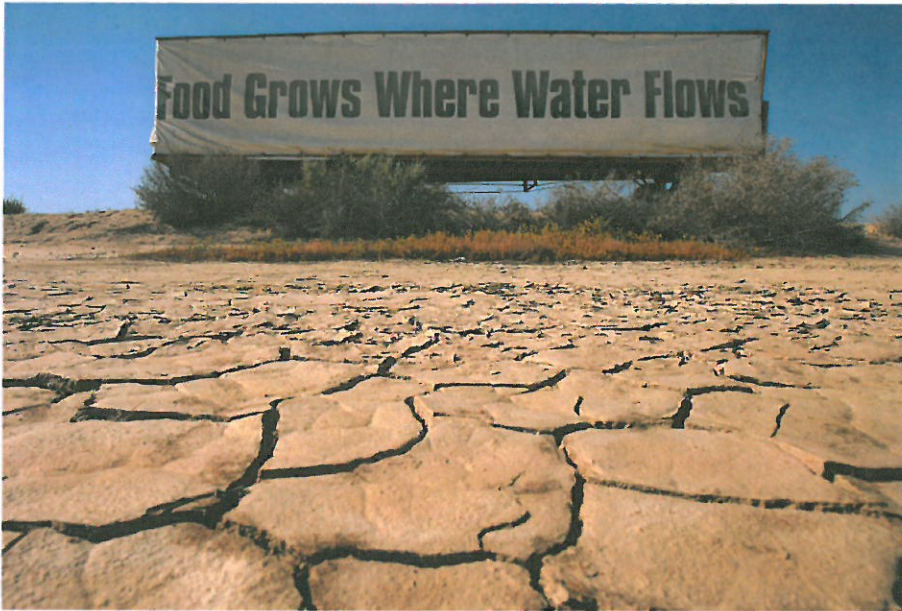
Mad River Reservoir 11/23/16

California's new water conservation plan focuses on cities

AP

December 01, 06:07 PM

A sign on a farm trailer reading "Food grows where water flows," hangs over dry, cracked mud at the edge of a farm April 16, 2009 near Buttonwillow, California. FILE PHOTO BY DAVID MCNEW/GETTY IMAGES



SHARE

California officials crafting a new conservation plan for the state's dry future drew criticism from environmentalists on Thursday for failing to require more cutbacks of farmers, who use 80 percent of the water consumed by people.

Gov. Jerry Brown ordered up the state plans for improving long-term conservation in May, when he lifted a statewide mandate put in place at the height of California's drought for 25-percent water conservation by cities and towns.

Ben Chou, a water-policy analyst with the Natural Resources Defense Council, criticized state planners for not mandating any new water-savings by farm water districts.

"There's been a huge difference all along in what urban water districts have been required to do and what ag water districts are required to do" regarding conservation, Chou said.

Under the governor's order, state agencies this week released the plan for a long-term water diet for California. They anticipate climate change to cause the Sierra Nevada snowpack — one of California's largest sources of water — to decline by half by the end of the century.

The plan includes creating customized water-use limits for urban water districts, so that arid Palm Springs, for example, would have a different amount of water budgeted than foggy San Francisco. City water districts would have until 2025 to fully set and meet the budgets, and risk state enforcement if they fell short.

Other changes for urban water districts in this week's proposal include a new focus on fixing leaks that drain away upward of 10 percent of processed water. And cities and towns would be required to draft contingency plans for droughts up to five years, up from the current requirement for a three-year supply of water.

But critics say the plan does little to address California's \$47 billion agricultural industry, which leads the nation, growing nearly half of the fruits, nuts and vegetables produced in the United States.

Diana Brooks, head of water efficiency at the Department of Water Resources, which oversees farm water use, said the proposal would require agricultural water district managers to keep better track of how their water is being used, and better think through possible steps for saving water.

"The idea that agriculture is standing still is absolutely false," said Mike Wade, executive director of the California Farm Water Coalition. "We know there's a shared responsibility that we all have to do our part."

Felicia Marcus, chairwoman of the state Water Resources Control Board, one of the agencies involved in the planning, said that rather than dealing with each drought when the crisis hits, California is becoming more efficient at a reasonable pace.

"We're just trying to be smart for the future ... and do it in the fairest way," Marcus said. "It is a big change in thinking."

After taking public comment, officials expect to adopt the plan in January.

The current drought encompassed the driest four-year spell in state history, devastating some rural communities and many native species. A rainy fall this year has lifted the north of the state out of drought, but not the agriculture-heavy center and populous south.

New regulations and laws would be required to carry out some of the plan. The proposal leaves many of the details of carrying out conservation proposals to be worked out.

Some water and conservation experts, however, praised the state's effort to make water conservation a way of life in California, given a changing climate.

Lester Snow, a former top state water regulator who has weathered droughts from the 1970s on, said each drought boosts the state's water efficiency in some way. A house built today, for example, uses half as much water as a house built in the 1980s.

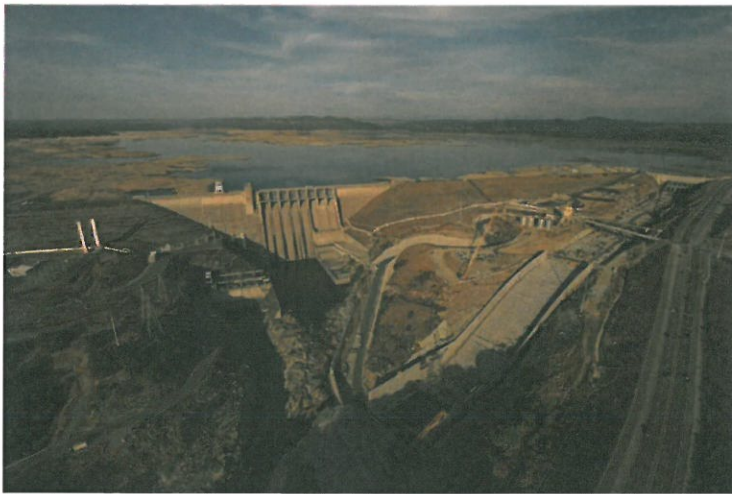
"This policy change is fundamentally different," he said. "It's really recognizing that climate change is upon us."

WATER & DROUGHT

SACRAMENTO BEE

NOVEMBER 30, 2016 4:09 PM

As Californians become less vigilant about saving water, state eyes stricter standards



To fully recover from California's five-year drought, the state would need three Folsom Reservoirs filled to the brim. **Jose Luis Villegas** jvillegas@sacbee.com

BY DALE KASLER

dkasler@sacbee.com

As the drought enters its fifth year, California is considering tightening its urban water conservation standards.

In a [series of proposals](#) released Wednesday, state officials said they might require urban water districts seeking to avoid state conservation mandates to prove they have a five-year water supply on hand.

Under rules that went into effect [earlier this year](#), urban districts have to show only a three-year supply to get out from under the state's previous mandates, which required savings of 25 percent. With the more relaxed standards now in effect in most of the state, Californians [haven't been conserving](#) as much as they

did last year. Officials with the State Water Resources Control Board have raised the idea of imposing a tougher mechanism for reducing consumption.

The current rules are “clearly inadequate,” said Max Gomberg, climate and conservation manager at the State Water Resources Control Board.

Wednesday’s proposal is part of a broad outline released by a collection of state agencies under the title “Making Water Conservation a California Way of Life.” It calls for a series of long-term conservation measures, including a permanent ban on such wasteful practices as washing a car without a shutoff nozzle and watering lawns right after a rainstorm, Gomberg said.

Gomberg said the document is “a response to the fact that this drought has gone on for five-plus years now. ... There are going to be more droughts and more severe droughts.”

He said the outline isn’t limited to urban water districts. For example, he said most agricultural irrigation districts will be required to submit detailed plans on how they intend to become more efficient. Those that don’t take the requirement seriously could get fined.

The proposals were released by the state water board, Department of Water Resources, California Energy Commission, Public Utilities Commission and Department of Food & Agriculture. Some of the proposals outlined Wednesday will require action by the Legislature; others can be implemented by administrative action.

Dale Kasler: [916-321-1066](tel:916-321-1066), [@dakasler](https://twitter.com/dakasler)

Read more here: <http://www.sacbee.com/news/state/california/water-and-drought/article118070358.html#storylink=cpy>

Correspondence

CALIFORNIA ENERGY COMMISSION

1516 NINTH STREET
SACRAMENTO, CA 95814-5512
www.energy.ca.gov

SECTION GI, PAGE NO. 1

November 16, 2016 H.B.M.W.D. NOV 21 2016

Paul Helliker
Humboldt Bay Municipal Water District
828 7th Street
Eureka, CA 95501

RE: Approval of Application for RPS Certification, **Matthews Dam Hydro Facility**, RPS ID **60159A**.

Dear **Paul Helliker**:

The California Energy Commission has evaluated the application you submitted on behalf of **Humboldt Bay Municipal Water District** for the **Matthews Dam Hydro** facility for certification and determined that the facility is eligible for California's Renewables Portfolio Standard (RPS) under the criteria specified in the *Renewables Portfolio Standard Eligibility Guidebook, Eighth Edition*, publication number CEC-300-2015-001-ED8-CMF, June 2015. The facility is assigned CEC-RPS-ID number **60159A**. Please use this number in all future correspondence with the Energy Commission regarding this facility's RPS certification status. A certificate confirming the RPS certification of the facility is enclosed.

This certification is effective on **December 17, 2004**, and will remain in effect unless certification is voluntarily withdrawn by an authorized representative of the facility, the facility is permanently shut down or decommissioned, or the certification is revoked by the Energy Commission because of noncompliance with the applicable RPS requirements. Beginning with the month containing **December 17, 2004**, all electricity generation from **Matthews Dam Hydro** may be used for RPS compliance purposes if all of the requirements specified in the *RPS Eligibility Guidebook, Eighth Edition*, continue to be met.

This certification is based on an evaluation of the RPS-eligibility of the facility, as described in the application and supporting documentation you submitted to the Energy Commission in **October, 2016**, the accuracy of which was attested to by **Mark Henwood**, the **CEO of Henwood Associates, Inc.**

As described in the submitted application, the facility is using **Small Hydroelectric** as the only energy resource used to generate electricity, and the facility, as described, is incapable of using any other energy resource to generate electricity.

To maintain the certification of this facility, you must comply with all applicable requirements for certified facilities set forth in the *RPS Eligibility Guidebook, Eighth Edition*. The Energy Commission must be notified promptly of any changes to the information included in the application for RPS certification of the facility. Failure to do so within 90 days of the change in the information may result in the suspension of the facility's RPS certification. Except as specified in the *RPS Eligibility Guidebook, Eighth Edition*, any changes in the information submitted in the application for RPS certification must be reported to the Energy Commission in an amended certification application (CEC-RPS-1), and the amended application will supersede the original application. If any supporting documentation is necessary for the certification of the facility, it must be submitted with the amended application. The applicant may submit a letter confirming the applicant's desire to use the previously submitted supporting documentation and

Lett 60159A
November 16, 2016
Page 2

SECTION 61, PAGE NO. 2

confirming that the documentation previously submitted is the most accurate and current information available for the facility in lieu of resubmitting the supporting documentation.

The Energy Commission may request additional information to monitor compliance with RPS requirements, and may conduct periodic or random reviews to verify records submitted for certification. The Energy Commission may also conduct on-site audits and inspections of the facility's business records to verify compliance with the certification requirements specified in the *RPS Eligibility Guidebook, Eighth Edition*. If you do not respond to the Energy Commission's request for an information update in a timely manner, the facility's RPS certification status may be suspended.

The Energy Commission will list facilities that are RPS certified or have applied for RPS certification on the Energy Commission's website. Any changes in a facility's certification or precertification status will also be posted on the Energy Commission's website.

If you have any questions about your certification, please do not hesitate to contact Ariel Lee by phone at (916) 654-3954 or by e-mail at ariel.lee@energy.ca.gov.

Sincerely,



Christina Crume
RPS Certification
Renewable Energy Office

Certified Eligible for California's Renewables Portfolio Standard

This is to officially state that beginning on December 17, 2004, the facility:

Mattheus Dam Hydro

Located in Ruth, CA,
And having Commenced Commercial Operations on:
April 10, 1983

Is certified by the California Energy Commission as eligible for California's Renewables Portfolio Standard (RPS) under the criteria specified in the Renewables Portfolio Standard Eligibility Guidebook, Eighth Edition, publication number CEC-300-2015-001-ED8-CMF, June 2015, and assigned CEC-RPS-ID number:

60159A

The facility has a total nameplate capacity, measured in alternating current, of

2 MW

Using the following renewable energy resource(s):

Small Hydroelectric

And using the following nonrenewable energy resource(s):

None

ENERGY COMMISSION

The application for RPS certification of this renewable electrical generation facility was submitted by Paul Helliker, of Humboldt Bay Municipal Water District, on behalf of the facility owner Humboldt Bay Municipal Water District. The accuracy of the information in the submitted application for RPS certification was attested to by Mark Henwood, the CEO of Henwood Associates, Inc..

The RPS certification of the Mattheus Dam Hydro facility may be revoked if any of the information presented in the application for RPS certification, or supporting documentation, submitted to the California Energy Commission is determined to be false or inaccurate.

The California Energy Commission must be promptly notified of any changes to the information included in the application for RPS certification of the facility, including changes in the facility's operations, ownership, or representation, as specified in the Renewables Portfolio Standard Eligibility Guidebook, Eighth Edition. Failure to do so within 90 days of the change in the information may result in the revocation of the facility's RPS certification.

Continuing Business

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

To: Board of Directors

From: Paul Helliker

Date: December 8, 2016

Subject: Water Conservation Regulations

.....
Executive Order B-37-16 Implementation

The Urban Advisory Group will meet again on December 7. I will provide a report of the meeting at the December 8 Board meeting. The draft report on implementation of the Executive Order was released on November 30, and comments are due on December 19. We are working with a group of water agencies to prepare comments on the draft. Few changes were made to the proposal since ACWA and 63 water agencies (including we and our municipal customers) submitted a joint comment letter on October 18. We will reiterate the comments we made in that letter, and address the following issues:

- Maintain the other compliance methods of SB x7-7 – the sole proposed method for determining water use efficiency requires extensive data development and analysis, and given the low water usage rate in our service area, is an unjustified expense.
- Protect water rights – water supplies freed up by conservation remain available for use or transfer by water rights holders
- Define enforcement measures – water agencies currently become ineligible for grant funds if they fail to meet their SB x7-7 targets. More onerous sanctions are unwarranted.
- No ongoing authority – the new efficiency standards should be defined in proposed legislation. Any changes to them should be subject to legislative review and approval.

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

To: Board of Directors

From: Paul Helliker

Date: December 8, 2016

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

.....

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

1) Top-Tier Water Use Options**a) Local Sales**

The Trinidad City Manager has asked GHD (the city engineer) to review their previous studies and plans for their water supply projects, to determine how a pipeline extension would relate to their previous analyses. The purpose of the review is to provide context for the City to decide how to scope any proposal for state revolving fund grants or loans. They don't want to propose an analysis of just a pipeline connection if there are other complementary components that would address interrelated water infrastructure issues.

b) Transport

Bruce Rupp and Paul Helliker met at the ACWA conference with Jim Watson of the Sites Reservoir JPA, with Ara Azhderian, Assistant General Manager of the San Luis and Delta Mendota Water Authority and with Curtis Creel, General Manager of the Kern County Water Agency, to discuss the possibility of storing water in Sites Reservoir and the possibility of selling water to users in the San Joaquin Valley. The current plan is to fill Sites with excess flows in the Sacramento River, which would only entail pumping costs, so our water is not likely to be considered for storage in Sites until they run short of excess flows. Both Azhderian and Creel noted that the cost of transferring our water to the Sacramento River basin is currently prohibitive, but as sustainable groundwater management act provisions become effective and if the State Water Board requires additional outflows from reservoirs in the Sacramento and San Joaquin Valleys, our water may become more competitive in price.

c) Instream Flow Dedication

Further discussion will be held with the Board to convey additional information from David Aladjem about streamflows and water rights. The Board may choose to define an instream flow scenario for which to pursue a water right dedication.

Draft letter to Alan Bongio

Alan Bongio, Board President
Humboldt Community Services District
P.O. Box 158
Cutten, CA 95534

Dear President Bongio:

Thank you for your recent letter, concerning our efforts to determine the best use of the surplus supply of water that Humboldt Bay Municipal Water District has available pursuant to its water diversion rights at Essex. We appreciate the support of and participation in this effort by you and your colleagues at HCSD.

We continue to seek additional local customers for the water supplies that are available through our existing infrastructure, and we are supporting the Humboldt Bay Harbor, Recreation and Conservation District in their work to find additional tenants for the former pulp mill facilities. We also seek to find water agencies in other parts of the state who would like to receive transfers of water from the Mad River, and have recently expanded the universe of potential candidates to Southern California and the Sacramento and San Joaquin Valleys.

As you note, instream flow dedication is another option we have been investigating. The Mad River is currently fully appropriated in the mainstem and tributaries from June 1 through October 30, however, that condition will no longer pertain should we be unable to demonstrate that we can beneficially use our full storage and diversion rights. Water users anywhere along the river could petition to make use of these water resources, which would result in no benefit to HBMWD or its customers.

We are planning to reserve up to twice the current diversions at Essex for potential growth in demand for domestic treated water (24% of our diversion right at Essex). We also have stated to potential transfer customers that we have up to 45,000 acre-feet per year of water (approximately 54% of our diversion right at Essex) of water available for delivery to them. Most of the remaining approximately 20% of our diversion right is currently delivered down the river to maintain minimum flows and provide habitat benefits to the summer steelhead population that has developed since the dam was installed almost 55 years ago. It is some of this portion of our water right that we are considering dedicating to instream flows.

We share your concern that an instream flow dedication be conducted in as inexpensive of a manner as possible. We are currently evaluating the options for environmental review and water right impacts documentation, and should have an estimate shortly, which we will be glad to share with you.

Thanks you again for your continued collaboration with us on these issues. We sincerely appreciate your dedication to a strong regional partnership to ensure our water resources are used beneficially and controlled locally.

Sincerely,

Barbara Hecathorn
President

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

To: Board of Directors

From: Paul Helliker

Date: December 8, 2016

Subject: Cannabis Activities

.....

As noted in July, the 2016-17 state budget includes additional staffing and funding for medical marijuana environmental compliance programs. For the State and Regional Water Boards, and additional \$5.7 million and 35 positions have been provided, to implement cannabis regulatory schemes such as the cannabis waste discharge program, as well as additional water rights processing and enforcement. In the Department of Fish and Wildlife, an additional \$7.7 million and 31 positions have been provided for the medical marijuana environmental programs. These positions are in the process of being hired – interviews are occurring in December.

The Regional Water Board has received some of the aerial survey data of growing operations in the Mad River watershed and is in the process of analyzing it. The next phase of enforcement activities is expected to start as soon as the new staff are on board.

HUMBOLDT BAY MUNICIPAL WATER DISTRICT

To: Board of Directors

From: Paul Helliker

Date: December 8, 2016

Subject: Update on potential modifications to Ordinance 16 and Contract for Supply of Water with Municipal Customers

.....

We have met with 5 of the 7 municipal customer councils/boards, and have had productive discussions with all of them. None have expressed any concerns about the proposed changes to Ordinance 16 or the contracts. Most of the discussions and questions have related to water resources planning, participation in Community Choice Aggregation, and how the Water Task Force operates. We plan to bring the change to Ordinance 16 to the January Board meeting.

The following list shows the latest schedule for council/board meetings:

HCSD – October 11

McKCSD – November 2

Eureka – November 15

Arcata – November 16

Blue Lake – November 22

Manila CSD – December 15

Fieldbrook – December 20

New Business

DIRECTOR – SPECIAL DISTRICT

CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION

Elections Code 10515

I, KELLY SANDERS, Humboldt County Registrar of Voters, do hereby certify that **BARBARA PRICE-HECATHORN** was nominated for the position of Director of the **HUMBOLDT BAY MUNICIPAL WATER DISTRICT** and that the number of candidates was equal to or did not exceed the number of offices to be filled at the Presidential General Election held on November 8, 2016. Therefore pursuant to Section 10515 of the California Elections Code the appointment was made by the Humboldt County Board of Supervisors. The term of this office is 4 years ending on the first Friday of December, 2020.

Dated: December 1, 2016
Kelly Sanders
County Registrar of Voters

By _____
Deputy Clerk

OATH OF OFFICE

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

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

(Signed) _____

(Dated) _____

(Residential Address) _____

Signature of person administering oath

DIRECTOR – SPECIAL DISTRICT

CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION

Elections Code 10515

I, KELLY SANDERS, Humboldt County Registrar of Voters, do hereby certify that **NEAL LATT** was nominated for the position of Director of the **HUMBOLDT BAY MUNICIPAL WATER DISTRICT** and that the number of candidates was equal to or did not exceed the number of offices to be filled at the Presidential General Election held on November 8, 2016. Therefore pursuant to Section 10515 of the California Elections Code the appointment was made by the Humboldt County Board of Supervisors. The term of this office is 4 years ending on the first Friday of December, 2020.

Dated: December 1, 2016
Kelly Sanders
County Registrar of Voters

By _____
Deputy Clerk

OATH OF OFFICE

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

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

(Signed) _____

(Dated) _____

(Residential Address) _____

Signature of person administering oath

DIRECTOR – SPECIAL DISTRICT

CERTIFICATE OF APPOINTMENT IN LIEU OF ELECTION

Elections Code 10515

I, KELLY SANDERS, Humboldt County Registrar of Voters, do hereby certify that **SHERI WOO** was nominated for the position of Director of the **HUMBOLDT BAY MUNICIPAL WATER DISTRICT** and that the number of candidates was equal to or did not exceed the number of offices to be filled at the Presidential General Election held on November 8, 2016. Therefore pursuant to Section 10515 of the California Elections Code the appointment was made by the Humboldt County Board of Supervisors. The term of this office is 4 years ending on the first Friday of December, 2020.

Dated: December 1, 2016
Kelly Sanders
County Registrar of Voters

By _____
Deputy Clerk

OATH OF OFFICE

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

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

(Signed) _____

(Dated) _____

(Residential Address) _____

Signature of person administering oath

Humboldt Bay Municipal Water District

To: Board of Directors
From: John Friedenbach
Date: December 2, 2016
Re: District Safety Program - Employee Safety Incentive

District Safety Program

The Board has adopted five goals which support our District Mission. Goal Number 1 is Safety and Public Health. It reads:

- Employ safe work practices to ensure worker and public safety at all times. Strive for no on-the-job reportable injuries each year.
- Operate the regional water system in accordance with state and federal safe drinking water laws and regulations at all times to protect public health.

This “safety philosophy” is implemented on a daily basis through a strong safety program. The Board has created and consistently supported our safety philosophy and program.

Components of the Program

Important components of the District’s safety program are as follows:

- 1) Buy-in and support *from* Management.
- 2) Buy-in and involvement *by* the employees.
- 3) A meaningful Injury, Illness and Prevention Plan.
- 4) An active Safety Committee which is listened to and supported. Our committee is comprised of the Superintendent, Safety Coordinator (assistant maintenance supervisor), and two employees (one from the Maintenance Department and one from Operations). Membership on the committee rotates each year.
- 5) A meaningful training program. The District has an extensive training program which supports not only employee safety, but ongoing operations, and emergency response activities too. We use ACWA/JPIA’s extensive “lending library” for training resources (such as DVDs, videos, manuals), and we also use the North Coast Safety Consortium for local class room training.
- 6) Properly fitted and maintained Personal Protective Equipment (PPE) which is suited to the job. The District provides employees with the necessary PPE such as hardhats, safety glasses, hearing protection, respirators, self-contained breathing apparatus, and protective electrical gear. The District trains employees in its proper use and care. As a matter of policy, the District also reimburses employees for the cost of safety shoes appropriate to the position.
- 7) Safety Manual. The District has developed and maintains a comprehensive safety manual to guide work practices, as well as meet various regulatory requirements.

- 8) Recognition – The District instituted a safety incentive/reward program for full-time regular employees. Each year, the District pays \$200 to each current employee who has been employed for at least six months and has experienced no “reportable injuries” the prior calendar year (reportable injuries are defined by OSHA). The District also awards one grand prize of \$500, based on a drawing of all eligible employees.

Safety Incentive/Reward Plan

The Humboldt Bay Municipal Water District (HBMWD) is committed to providing a safe and healthy working environment for all of its employees. The desired results of such efforts are: 1) to minimize the risks of industrial illness or injury to District employees; 2) to maintain a productive work force; and, 3) to foster an atmosphere of adherence to safety practices.

As evidence of our employees’ commitment to safe work practices, our current 2016/17 Workers Compensation Experience Modification (ExMod) factor is .67. Any rate less than 1.00 means that there are relatively few worker injuries over time. A rate as low as .67 indicates, among other things, a very strong culture of safe work practices for which our employees should be congratulated.

HBMWD believes that providing a positive safety incentive program encourages employees to report injuries, illnesses and near misses and recognizes, encourages and rewards their involvement in our District’s safety management program. The current incentive plan criteria are based on employees not having any reportable accidents or injuries during the calendar year. This form of criteria may provide a disincentive to reporting actual accidents or injuries incurred while on the job. Section 11(c) of the OSH Act prohibits an employer from discriminating against an employee because the employee reports an injury or illness. 29 CFR 1904.36 Reporting a work-related injury or illness is a core employee right, and retaliating against a worker for reporting an injury or illness is illegal discrimination under section 11(c). Therefore, staff recommends that new incentive criteria be established and utilized as a basis for awarding safety incentives.

Recommendation and Action

Attached is the safety incentive plan criteria that staff recommends for our District. These criteria have been reviewed and approved by the District’s Safety Committee members. If adopted, these criteria would be implemented beginning on January 1, 2017. The existing criteria for calendar year 2016 would remain in place until December 31, 2016.

HBMWD Safety Incentive Policy

The Humboldt Bay Municipal Water District (HBMWD) is committed to providing a safe and healthful working environment for all of its employees. The desired results of such efforts are: 1) to minimize the risks of industrial illness or injury to District employees, 2) to maintain a productive work force; and, 3) to foster an atmosphere of adherence to safety practices.

HBMWD believes that providing a positive safety incentive program encourages employees to report injuries, illnesses and near misses and recognizes, encourages and rewards their involvement in our District's safety management program and will assist in achieving these goals.

Incentive: Specific eligibility requirements are as follows: 1) applies to full time employees only; 2) the employee must have been employed with the District for at least six months in the calendar year for which the award applies; and 3) the employee is still employed by the District at the time the safety drawing is conducted. The award is \$200 per employee per calendar year and \$500 (including the \$200) for one employee whose name is randomly drawn from the list of \$200 incentive recipients.

Criteria to be eligible for incentive award:

1. Participate in at least seventy five percent (75%) of monthly safety meetings during the calendar year. For newly hired employees that meet the eligibility requirements, percentage applies to eligible monthly safety meetings.
2. Wear appropriate PPE when required on the job.
3.
 - 3a. Provide one safety awareness or preventative suggestion to supervisor and have it documented at a safety meeting or with the safety committee.
 - 3b. Report an incident or near miss incident or unsafe conditions.
 - 3c. Receive a "satisfactory" rating on annual performance evaluation under the "Safe Practices" category.

One of these 3
per calendar year

If employee fails to achieve any one of the three criteria listed above, they will be ineligible for the annual award.

The annual safety award will be distributed during February immediately following the end of the calendar year.

Engineering

Humboldt Bay Municipal Water District
 Collector 1 & 1A Rehabilitation Project
 December 1, 2016

Layne Invoice #49759-05
 PAYMENT REQUEST #5

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

Mailing Address:
 (Regular U.S.
 Postal Service Mail)

Shipping Address:
 (Courier, UPS, FedEx)

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

Wire Transfer/ACH Info:
 Bank: PNC Bank, N.A.
 ABA: 031207807
 Swift: PNCCUS33
 Account Name: Layne Christensen
 Account Number: 8026317547

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

Layne Christensen Company
 CIO Layne Christensen
 Lockbox #677801
 1200 East Campbell, Suite 108
 Richardson, Texas 75081

Item	ORIGINAL CONTRACT		THIS PERIOD		PREVIOUS PERIODS		TOTAL COMPLETED	
	Quantity	Unit Cost	Total Cost	%	AMOUNT	%	AMOUNT	%
Mobilization & Demobilization	1	LS	160,000.00	0%	\$ -	65%	\$ 104,000.00	65%
Caisson Dewatering	1	LS	131,000.00	0%	\$ -	70%	\$ 91,700.00	70%
Site set up, Well 1A	1	LS	142,000.00	0%	\$ -	100%	\$ 142,000.00	100%
Installation of ports	5	LS	172,500.00	0%	\$ -	100%	\$ 172,500.00	100%
F&I, Develop laterals	750	FT	1,012,500.00	3	\$ 66,000.00	2	\$ 44,000.00	5
Install SS Gate Valves	5	EA	46,000.00	0	\$ -	190	\$ 256,500.00	190
Final performance test, Well 1	1	EA	49,000.00	0	\$ -	2	\$ 19,200.00	2
Initial & Final perf tests, well 1A	1	LS	75,000.00	0%	\$ -	30%	\$ 22,500.00	30%
			1,900,000.00					

CHANGE ORDERS

Change Orders	Quantity	Unit Cost	Total Cost	%	AMOUNT
CO #1 - reflected in the items shown above					
CO #2 - added 85 days to schedule					
CO #3 - chain link fence install, rent and remove	1	LS	4,809.00	0%	\$ -
CO #4 - install additional port in Well 1	1	LS	8,000.00	0%	\$ -
CO #5 - Crane Operator Labor	1	LS	3,220.00	0%	\$ -
CO #6 - Remove old Valve Stems/Siphon	34	HR	650.00	0	\$ -
CO #7 - Spare Port Well 1A	1	LS	8,000.00	100%	\$ 8,000.00

Additive Bid Items

Additive Bid Items	Quantity	Unit Cost	Total Cost	%	AMOUNT
Installation of port and 10" blank					
F&I, Develop laterals					
F&I, 12" SS gate valves, with tags					
Remove and Reinstall support flooring at					
Remove old valve stems, actuator/lines, etc					

TOTAL PROJECT COST	\$ 1,946,129.00	Retainage (5%)	\$ 74,000.00	R'tang (6%)	\$ 890,048.10
			(\$3,700.00)		(\$44,502.41)
			\$ 70,300.00		\$ 845,545.70

Retainage (5%)	\$ 984,048.10
Net Due to Date	(\$48,202.41)
Previously Invoiced	\$915,845.70
Due This Period	\$845,545.70
	\$70,300.00

Respectfully Submitted: *Mike Hartman* 12/01/16

Layne Christensen, Ramsey Collector Wells
 Patrick Kasparin PE

Reviewed by: GHD Engineering

Approved: Humboldt Bay Municipal Water District

RELEASE OF DOCUMENTS: This document and the ideas and design incorporated herein, as an instrument of professional service, is the property of JULIAN BERG DESIGNS and shall not be reused in whole or part for any other project without JULIAN BERG DESIGNS' written authorization.

PROJECT DESCRIPTION:

This project is proposing a new, PHASE III, 2-story office, multi-tenant, manufacturing, wholesale, and warehouse building, totaling 24,413 sq ft, with 2,132 sq ft total warehouse space, 12,298 sq ft office, and 1,983 sq ft manufacturing and wholesale space. Each unit has independent accessible restroom facilities. The maximum proposed building height is 32' (45' allowed per code). The new building will be located north of the existing 17,277 sq ft office, design build, and warehouse building (remodeled as PHASE I) and PHASE II new 24,400 sq ft. The project proposes extensive landscaping, native plants, and drainage improvements, large overhangs, to protect the building walls and night sky, friendly lighting. A large facing south roof is designed to accommodate a future solar PV array. Architecture features, detailing, and lighting are similar to the PHASE I project to create a design consistency among the complex of buildings.

NEW LIGHT-INDUSTRIAL BUILDING FOR AXEL PROPERTIES

PROJECT SITE:
 APN: 507-251-020

CLIENT CONTACT:
 AXEL PROPERTIES
 5550 WEST END ROAD
 ARCATA, CA 95521

PROPOSED LOT COVERAGE:
 62,146 SQ FT LOT COVERAGE (BUILDING, PAVING, SIDEWALKS)
 202,261 TOTAL SITE AREA / 62,116 LOT COVERAGE = 317%

LANDSCAPING:
 PROPOSED LANDSCAPE TOTAL AREA (EXISTING + PROPOSED): 57,897 SQ FT (APPROX.)

NO CREEKS, PONDS OR WATERCOURSES ON SITE

UTILITIES:
 MUNICIPAL WATER & SEWER FROM WEST END ROAD
 PG&E ELECTRIC SUPPLY
 SUDBEN LINK CABLE
 AT&T PHONE

GROSS PROPOSED BUILDING SQ FT (APPROX.):

- MANUFACTURING & PROCESSING, WHOLESALE = 1,983 SQ FT
- WAREHOUSE = 21,732 SQ FT
- OFFICE = 1,298 SQ FT

TOTAL = 24,413 SQ FT

FAR CALCS:
 IL Zone allowed FAR RATIO 1.5
 PROPOSED FAR = 17,277 SQ FT (PHASE I EXISTING) + 2,400 SQ FT (PHASE II EXISTING) + 24,413 SQ FT (PROPOSED) = 44,090 TOTAL SQ FT / 202,261 TOTAL SITE AREA = 0.22

SETBACKS & MAX BUILDING HEIGHT:
 FRONT SETBACK = 10'
 SIDE SETBACK = 10'
 REAR SETBACK = 10'
 MAX BUILDING HEIGHT = 45'
 (32' MAX. HEIGHT PROPOSED)

PROPOSED LOT COVERAGE:
 62,146 SQ FT LOT COVERAGE (BUILDING, PAVING, SIDEWALKS)
 202,261 TOTAL SITE AREA / 62,116 LOT COVERAGE = 317%

LANDSCAPING:
 PROPOSED LANDSCAPE TOTAL AREA (EXISTING + PROPOSED): 57,897 SQ FT (APPROX.)

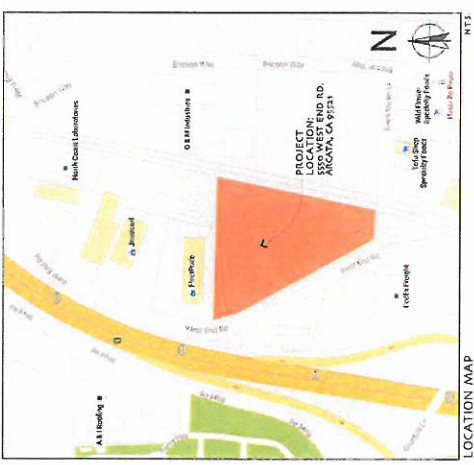
NO CREEKS, PONDS OR WATERCOURSES ON SITE

UTILITIES:
 MUNICIPAL WATER & SEWER FROM WEST END ROAD
 PG&E ELECTRIC SUPPLY
 SUDBEN LINK CABLE
 AT&T PHONE

GROSS PROPOSED BUILDING SQ FT (APPROX.):

- MANUFACTURING & PROCESSING, WHOLESALE = 1,983 SQ FT
- WAREHOUSE = 21,732 SQ FT
- OFFICE = 1,298 SQ FT

TOTAL = 24,413 SQ FT



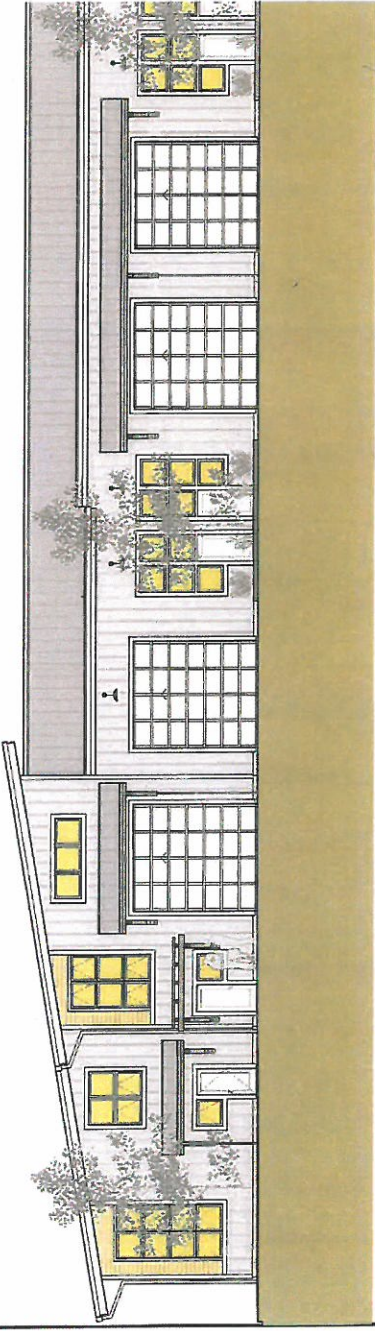
- SHEET INDEX**
- A-0 SITE PLAN, PROJECT INFO., INDEX
 - A-1 PROPOSED SITE PLAN
 - A-1.1 PROPOSED SITE PLAN DETAIL
 - A-2 PROPOSED FIRST FLOOR PLAN
 - A-3 PROPOSED SECOND FLOOR PLAN & TRASH / RECYCLING ENCLOSURE DETAILS
 - A-4 PLAN VIEW DETAIL
 - A-5 CROSS SECTION A-A
 - A-6 CROSS SECTION B-B
 - A-7 CROSS SECTION C
 - A-8 CROSS SECTION D
 - A-9 PROPOSED EXTERIOR ELEVATIONS
 - A-10 EXTERIOR ELEVATIONS - DETAIL VIEWS
 - A-11 DETAILS & SIGNAGE PLAN
 - LA-1 LANDSCAPE PLAN DETAILS & SPECS.
 - LA-2 LANDSCAPE PLAN

CONSULTANTS:

STRUCTURAL ENGINEERING:
 ATLAS ENGINEERING
 MIKE TAYLOR, CALIC. NO. C48863
 252 G STREET
 ARCATA, CA 95521
 (707) 826-2824

ENERGY CALCULATIONS:
 ABBAY TECHNICAL SERVICES
 ANNY MCCUNEY, CEK
 1125 19TH STREET, ROOM 216
 ARCATA, CA 95521
 (707) 826-1433

CONTRACTOR:
 LEFEVRE CONSTRUCTION
 1111 G STREET
 ARCATA, CA 95521
 (707) 845-6317



REVISIONS:

JULIAN BERG DESIGNS ARCHITECTURE & PLANNING
 846 A STREET
 ARCATA, CA 95521
 TEL: (707) 826-2824
 julianbergdesigns.com



PROJECT TITLE:
 AXEL COMMERCIAL DEVELOPMENT • PHASE III • NEW METAL BLDG.
 5550 WEST END ROAD • ARCATA, CA 95521

ASSessor'S PAcKcE NUMBER: 507-251-020

PROJECT NO.: AD-1935
DRAWN BY: JAB
CHECKED BY: JAB
DATE: 11/20/2016

SHEET #: A-0

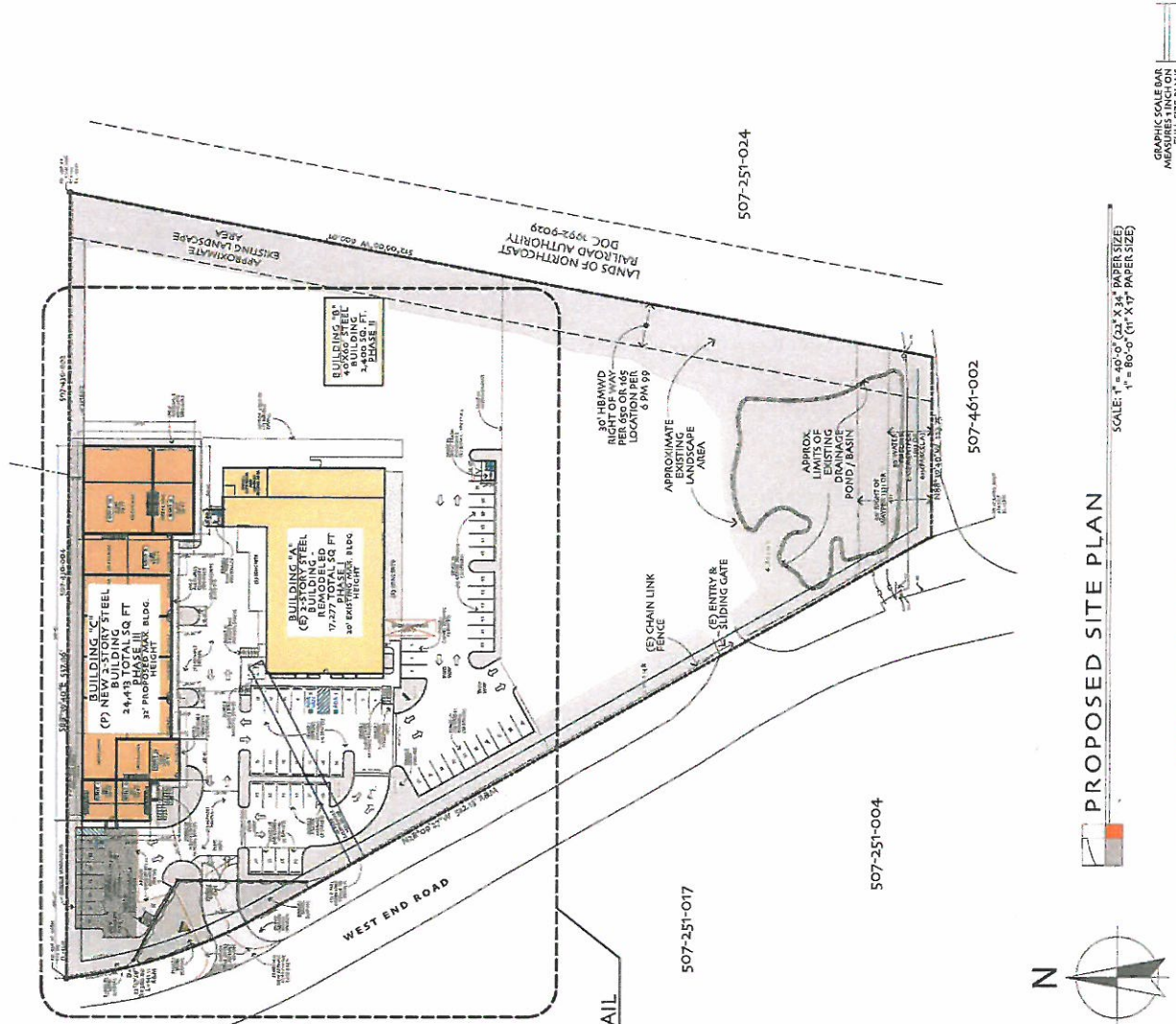
DESIGN REVIEW SET
 NOT FOR CONSTRUCTION

GRAPHIC SCALE BAR
 MEASURES IN INCHES
 FULL SIZE PLANS

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REVISIONS: _____ _____ _____	JULIAN BERG DESIGNS ARCHITECTURE & PLANNING 846 A STREET ARCTIC, CALIFORNIA, 95521 julianbergdesigns.com Tel: 707.437.8210		PROJECT TITLE: PROPOSED SITE PLAN AXEL COMMERCIAL DEVELOPMENT • 5550 WEST END ROAD • ARCTIC, CA 95521	ASSESSOR'S PARCEL NUMBER: 507-251-020
			PROJECT NO.: AD-1535 DRAWN BY: JAD DATE: 11/11/16	SHEET #.: A-1

DESIGN REVIEW SET
NOT FOR CONSTRUCTION



PROPOSED SITE PLAN

GRAPHIC SCALE FOR MEASURES IN INCHES FULL SIZE PLANS

Financial

Humboldt Bay Municipal Water District

Memo to: Board of Directors

From: Becky Moyle, Accounting & Human Resources Specialist

Date: December 2, 2016

Subject: Financial Report for November 2016

The Financial Report for November 2016 was not completed by the BlueBook publish date. I expect to have the Financial Report completed early next week and will email it to you as soon as it is completed. Please let me know if you would like a paper copy delivered to you.

The Expenses by Vendor Detail report is in the BlueBook.

Humboldt Bay Municipal Water District Expenses by Vendor Detail

November 2016

Memo	Amount
101Netlink	
Ruth Data Link/Internet	-160.00
Total 101Netlink	-160.00
Advanced Security Systems	
Ruth Hydro Quarterly Alarm Monitoring	-73.50
Total Advanced Security Systems	-73.50
AirGas NCN	
Collector 3 lighting	-184.62
Total AirGas NCN	-184.62
Arcata Garbage	
Essex garbage	-419.79
Total Arcata Garbage	-419.79
AT & T	
Ruth HQ	
TRF	
Essex office	
Eureka office	-153.65
Ruth Hydro	
Valve Building Samoa	
Ruth HQ	-13.45
TRF	-147.18
Essex office	-47.80
Eureka office	-6.33
Ruth Hydro	-201.40
Valve Building Samoa	-87.76
Total AT & T	-657.57
AT&T	
Eureka/Essex Landline	-35.07
Arcata/Essex Landline	-35.07
Samoa/Essex Landline	-235.21
Blue Lake Meter Signal Line	-60.55
Eureka Office	-116.72
Eureka Office Alarm Line	-38.94
Samoa Booster Pump Station	-72.05
Valve Building-Samoa	-116.72
Eureka Office	-295.26
Essex Office	-591.47
TRF	-234.46
Ruth Data Line	-113.74
Total AT&T	-1,945.26
Board of Equalization	
App.Id. A026657 Annual Water Permit #18347	-27,926.26
App.Id. A017291 Annual Water Permit #11714	-7,012.77
App.Id. A016454 Annual Water Permit #11715	-3,319.98
Total Board of Equalization	-38,259.01
Bruce Brashear	
purchase rain boots	-125.05
Total Bruce Brashear	-125.05
Campton Electric Supply	
Essex office lighting maintenance/restock batteries	-573.83
Essex lighting maintenance	-38.34
Total Campton Electric Supply	-612.17
Cardno, Inc	
FERC Part 12 Inspection Report	-861.30
Total Cardno, Inc	-861.30

Humboldt Bay Municipal Water District Expenses by Vendor Detail

November 2016

Memo	Amount
Chris Merz	
expense reimbursement for safety boots	-271.86
Expense reimbursement for attending Technical Training	-175.72
Total Chris Merz	-447.58
City of Eureka	
Eureka office water/sewer	-50.76
Total City of Eureka	-50.76
Coast Counties Truck & Equipment Company	
Unit 10 maintenance	-31.26
Total Coast Counties Truck & Equipment Company	-31.26
Coastal Business Systems Inc.	
Eureka office copy and fax machine	-563.00
Eureka office copy and fax machine	-563.00
Total Coastal Business Systems Inc.	-1,126.00
Coastal Business Systems, Inc	
Essex office copy/fax machine maintenance agreement	-1,648.40
Total Coastal Business Systems, Inc	-1,648.40
Cody Bruffett	
auto mileage reimbursement	-849.74
Total Cody Bruffett	-849.74
Cole-Parmer Instrument Company	
lab supplies maintenance	-111.50
Total Cole-Parmer Instrument Company	-111.50
CRWA	
Annual Member Ship dues 2017	-480.00
Total CRWA	-480.00
Don's Rent-All, Inc	
Remodel TRF Line Shed 5	-27.19
Total Don's Rent-All, Inc	-27.19
Eel River Disposal	
disposal of waste wood	-92.80
Total Eel River Disposal	-92.80
Eureka Chamber of Commerce	
membership dues	-225.00
Total Eureka Chamber of Commerce	-225.00
Eureka Oxygen	
cylinder rental	-102.34
Total Eureka Oxygen	-102.34
Eureka Readymix	
Replace TRF sludge bed sand	-262.14
Total Eureka Readymix	-262.14
FEDEX	
return ACWA/JPIA training tapes	-37.85
ship SCBAs for annual testing	-46.65
ship lab samples	-124.70
return ACWA/JPIA training tape	-7.55
ship lab equipment for warranty repair	-10.63
ship SCBAs for annual testing	-61.45
Total FEDEX	-288.83
Ferguson Waterworks	
Fieldbrook-Glendale CSD Mainline Meter Calibration/Repair	-1,574.37
Total Ferguson Waterworks	-1,574.37

Humboldt Bay Municipal Water District Expenses by Vendor Detail

November 2016

SECTION 52, PAGE NO. 4

Memo	Amount
Fernbridge Tractor & Equipment Company equipment maintenance	-277.36
Total Fernbridge Tractor & Equipment Company	-277.36
FleetPride Unit 10 service	-124.13
Unit 10 radio microphone replacement	-38.06
pressure washer trailer maintenance	-16.55
Total FleetPride	-178.74
Frontier Communications Ruth HQ	-50.46
Ruth Hydro/Ruth Dataline	-158.10
Total Frontier Communications	-208.56
GHD (72923) 1 MG Reservoir Roof Replacement	-15,058.75
(72922) Collector 1 & 1A Lateral Replacement	-6,958.50
(72924) Matthews Dam FERC DSSMP & DSSMR Updates	-107.50
(73366) General Engineering - Essex	-1,791.50
(73366) General Engineering - Eureka	-1,216.50
Total GHD	-25,132.75
Harbor Freight Tools allen wrench index for shop tool box	-15.21
Total Harbor Freight Tools	-15.21
Hensel Hardware shop supplies	-187.16
Total Hensel Hardware	-187.16
Humboldt Fasteners maintenance supplies	-33.48
Total Humboldt Fasteners	-33.48
Humboldt Redwood Company, LLC Mt Pierce Lease site	-257.63
Mt Pierce Lease site	-257.63
Total Humboldt Redwood Company, LLC	-515.26
Industrial Electric TRF Rapid Mix Pump Motor repair	-82.52
Samoa Booster Pump Station Ethernet Radio Modems/PLC System Upgra...	-185.99
Total Industrial Electric	-268.51
James-Carl Painting & Decorating Ruth Lake Dam Bridge painting	-5,000.00
Total James-Carl Painting & Decorating	-5,000.00
Jerry's Electric Inc Essex 12KV system transformer repair	-410.00
Total Jerry's Electric Inc	-410.00
John Friedenbach auto mileage reimbursement for travel to ACWA/JPIA Leadership training	-361.80
auto mileage reimbursement for Essex Regulatory Reporting meeting	-13.50
expense reimbursement for travel to Policy/Procedure training in Monterey	-430.48
expense reimbursement for Essex Regulatory Reporting meeting	-10.00
Total John Friedenbach	-815.78
Ken Davis expense reimbursement for safety shoes	-106.92
Total Ken Davis	-106.92

Humboldt Bay Municipal Water District Expenses by Vendor Detail

November 2016

Memo	Amount
Kernen Construction	
Collector 1 & 1A Lateral Replacement	-143.10
dispose of TRF sludge bed material	-30.50
Total Kernen Construction	-173.60
Layne Christensen Company	
Collector 1 & 1A Rehabilitation Project - Progress Payment 4	-177,194.00
Total Layne Christensen Company	-177,194.00
Minasian, Meith, Soares, Sexton & Cooper, LLP	
Districts prorata share re: AB 1066 Ag-Overtime	-49.43
Total Minasian, Meith, Soares, Sexton & Cooper, LLP	-49.43
Mission Linen	
maintenance supplies	-55.46
Uniform Rental	-466.55
Total Mission Linen	-522.01
Mitchell, Brisso, Delaney & Vrieze	
Legal services October 2016	-403.00
Total Mitchell, Brisso, Delaney & Vrieze	-403.00
Napa Auto Parts	
equipment service	-29.62
vehicle maintenance	-89.69
TRF HVAC heater maintenance	-12.30
Total Napa Auto Parts	-131.61
Network Management Services	
EssentialCare Computer Support Service for Eureka office	-342.00
Guard-IT Security Service for Eureka office`	-139.99
Recover-IT Backup Solution	-124.99
Domain Management	-3.00
Umbrella- Security	-30.00
Total Network Management Services	-639.98
North Bay Auto	
Unit 1004 service/repair	-929.45
Total North Bay Auto	-929.45
North Coast Cleaning Services, Inc	
Eureka office building maintenance	-545.00
Total North Coast Cleaning Services, Inc	-545.00
North Coast Laboratories	
lab tests	-865.00
Total North Coast Laboratories	-865.00
North Coast Unified Air Quality Mangement	
renewal of Essex burn permit	-30.00
renewal of Ruth burn permit	-15.00
renewal of Ruth Hydro burn permit	-15.00
Total North Coast Unified Air Quality Mangement	-60.00
North Valley Labor Compliance	
Collectors 1 & 1A Lateral Replacement	-1,350.00
Total North Valley Labor Compliance	-1,350.00
Northern California Safety Consortium	
monthly membership	-50.00
replace expired safety equipment	-259.20
Total Northern California Safety Consortium	-309.20
NTU Technologies, Inc	
TRF chemical supplies	-2,871.00
Total NTU Technologies, Inc	-2,871.00

Humboldt Bay Municipal Water District Expenses by Vendor Detail

SECTION J2, PAGE NO. 6

November 2016

Memo	Amount
Occupational Health Services of Mad River	
DMV Physical	-135.00
Total Occupational Health Services of Mad River	-135.00
Pacific Gas & Electric Co.	
Ruth Bunkhouse	-3.78
Eureka office	-608.76
Jackson Ranch Rectifier	-18.28
299 Rectifier	-89.26
West End Road Rectifier	-108.24
TRF	-3,182.83
Ruth Hydro Valve Control	-24.38
Ruth Hydro	-19.05
Samoa Booster Pump Station	-1,284.93
Samoa Dial Station	-23.32
Essex Pumping October 1 - 31, 2016	-60,446.66
Total Pacific Gas & Electric Co.	-65,809.49
Pacific Paper Co.	
Eureka office supplies	-302.20
Total Pacific Paper Co.	-302.20
Pierson Building Center	
shop supplies	-41.14
Ruth HQ dock maintenance	-103.73
Total Pierson Building Center	-144.87
Pitney Bowes	
refill postage meter	-500.00
Total Pitney Bowes	-500.00
Platt Electric Supply	
shop supplies	-66.57
credit for return of TRF Line Shed 5 remodel supplies	581.81
recycle fluorescent lamps	-374.90
Electrical Conduit Bending machine	-6,992.85
Pump Station 6 hoist control repair	-180.52
Samoa Booster Pump Station Ethernet Radio Modem & PLC system upgra...	-72.80
Total Platt Electric Supply	-7,105.83
R.J. Ricciardi, Inc, CPAs	
Annual Financial Audit FY15/16	-4,826.03
Total R.J. Ricciardi, Inc, CPAs	-4,826.03
Recology Humboldt County	
Eureka office garbage/recycling service	-82.30
Total Recology Humboldt County	-82.30
Renner Petroleum	
cardlock fuel - pumping control	-249.90
cardlock fuel - water quality	-249.90
cardlock fuel - maintenance	-249.90
cardlock fuel - customer service	-249.90
kerosene for Ruth HQ shop heater	-406.72
Total Renner Petroleum	-1,406.32
Ryan Chairez	
Expense reimbursement for attending Technical Training	-173.21
Total Ryan Chairez	-173.21
S & H Auto Glass	
Unit 5 passenger window replacement	-290.31
Total S & H Auto Glass	-290.31
SCBA Safety Check, Inc	
Annual testing of SCBAs	-75.00
Total SCBA Safety Check, Inc	-75.00

Humboldt Bay Municipal Water District Expenses by Vendor Detail

November 2016

SECTION J2, PAGE NO. 7

Memo	Amount
Sherrie Sobol expense reimbursement for Board Secretary training in Monterey	-1,142.65
Total Sherrie Sobol	-1,142.65
Sitestar Nationwide Internet Essex Internet	-52.90
Total Sitestar Nationwide Internet	-52.90
Springville Safety/Supply safety gear	-102.55
Total Springville Safety/Supply	-102.55
Staples Eureka office emergency/safety supplies	-36.51
Total Staples	-36.51
Streamline Website maintenance monthly membership fee	-500.00
Website maintenance monthly membership fee	-450.00
Total Streamline	-950.00
Sudden Link Essex office Internet	-124.95
Eureka office Internet	-204.95
Essex office Internet	-124.95
Total Sudden Link	-454.85
T.P. Tire Service, Inc Unit 15 flat repair	-15.00
Total T.P. Tire Service, Inc	-15.00
The Mill Yard roof repair	-171.03
Essex shop tools	-21.48
Remodel TRF Line Shed 5	-90.80
Samoa Booster Pump Station Ethernet Radio Modems/PLC system upgrad...	-29.54
Total The Mill Yard	-312.85
Thrifty Supply Replace Essex eyewash, shower station & drain system/	-140.81
Replace Warren Creek meter pipeline manifold	-64.43
Total Thrifty Supply	-205.24
Trinity County General Services Pickett Peak site lease	-250.00
Total Trinity County General Services	-250.00
Trinity County Solid Waste Ruth HQ dump fees	-7.62
Ruth Hydro dump fees	-7.63
Total Trinity County Solid Waste	-15.25
U.S. Bank Corporate Payment System repair Essex air compressor	-353.54
Essex office supplies	-102.32
flashlight maintenance	-454.87
replace two Essex Admin computers	-81.31
Essex office computer supplies	-79.39
vehicle surge protector	-56.91
Customer Service notepads	-48.38
employee jacket	-54.36
conference call Water Resources Planning - Transport	-13.59
air travel to AWWA Conference - D. Davidsen	-200.00
ACWA Conference Registration - P. Helliker	-695.00
Eureka office emergency backpack supplies	-133.42
Total U.S. Bank Corporate Payment System	-2,273.09

Humboldt Bay Municipal Water District Expenses by Vendor Detail

SECTION J2, PAGE NO. 8

November 2016

Memo	Amount
U.S. Bank Corporate Trust Services	
SRF Quarterly Account Maint Fee (July - Sept 2016)	-150.00
Total U.S. Bank Corporate Trust Services	-150.00
United Rentals, Inc	
Collector 1 & 1A Lateral Replacement - water run off control	-111.78
Total United Rentals, Inc	-111.78
USDA-Forest Service	
US Forest Service Special Use Permit	-715.63
US Forest Service Special Use Permit	-715.64
Total USDA-Forest Service	-1,431.27
USTI, Inc	
eBills Humboldt Bay	-11.92
eBills Fieldbrook-Glendale CSD	-14.96
PayPal Annual Support	-150.00
Total USTI, Inc	-176.88
Verizon Wireless	
Operations 1	-2.09
Superintendent	-92.78
Unit 3	-95.58
Electrician	-0.22
Operations 2	-1.07
Water Operations Supervisor	-53.93
Maintenance Supervisor	-39.33
Electrician	-19.56
Unit 6	-2.61
Unit 6	-2.61
Assistant Water Operations Supervisor	-53.23
Spare Operations	-0.22
Total Verizon Wireless	-363.23
Wienhoff & Associates Inc	
Annual DOT Consortium	-350.00
Total Wienhoff & Associates Inc	-350.00
William Wardrip	
expense reimbursement for safety boots	-195.74
Total William Wardrip	-195.74
TOTAL	-359,249.54

Operations

Memo to: HBMWD Board of Directors
From: Dale Davidsen, Superintendent
Date: December 1, 2016
Subject: Essex/Ruth November Operational Report

Ruth Lake, Upper Mad River and Hydro Plant

1. The high flow at Mad River above Ruth Reservoir (Zenia Bridge) during the month was measured on November 28th at 911 cfs and the low flow was measured on November 14th at 53 cfs.
2. The conditions at Ruth Lake in November were as follows:
 - a. The lake level on November 30th was 2655.47 feet which is:
 1. 6.44 feet higher than October 31, 2016
 2. 21.18 feet higher than November 30, 2015
 3. 19.00 feet higher than the ten year average
 4. 1.47 feet over the spillway
3. We measured 9.93 inches of rain at Ruth Headquarters during the month with a high reading of 1.59 inches measured on November 19th.
4. Ruth hydro power production was 787,200 kWh during the month with no shutdowns and no lost power.
5. The high discharge flow from the lake this month was 1012 cfs on November 29th and the low release flow from the lake was 139 cfs on November 1st.

Winzler Control, TRF and Lower Mad River

6. The river at Winzler Control Center reached a high recorded flow of 8,700 cfs and a level of 26.0 feet on November 27th. The low river flow was on November 14th with a flow of 513cfs and a level of 22.5 feet.
7. The domestic water conditions for November were as follows:
 - a. The monthly turbidity average was 0.06 NTU, which meets Public Health Secondary Standards.
 - b. We metered 238.750 million gallons at an average of 7.958 MGD.
 - c. The maximum metered daily municipal customer use was 8.864 MGD on November 19th.
8. The Turbidity Reduction Facility ran 30 days in November. The conditions were as follows:
 - a. Filtered water production was 242.670 million gallons.
 - b. Average monthly source water turbidity was 0.67 NTU.
 - c. Average monthly filtered water turbidity was 0.07 NTU.

9. November 1st & 2nd – Pump Efficiency Testing Services (Sub Contractor for PG&E) was on site to do efficiency testing of our collector pumps as well as pumps at the TRF. These tests are what our eligible pump replacement rebates are based on.
10. November 4th – The District conducted the annual EAP Drill for RW Matthews Dam. This is a requirement of FERC to test our emergency call lists.
11. November 7th – Steve gave a tour of the plant for the HSU Engineering class.
12. November 8th – Ryan & Chris attended a ‘Fall Protection - Competent Person’ training in Santa Rosa.
13. November 9th
 - a. The District offered a walk-thru tour for the SCADA project that was out to bid.
 - b. Thavisak and I attended a Hazmat Violation workshop put on by DHHS Public Health, Hazardous Materials Unit.
14. November 15th and 16th – Mario gave tours of the plant for the HSU Water Quality class.
15. November 16th – Safety Meeting – SDS (Safety Data Sheets) and Right-to-Know.
16. November 18th – Chris attended ‘Reasonable Suspicion’ training at NCSC.
17. November 21st & 29th – Bruce Brashear attended First Aid and CPR/AED classes at NCSC.
18. November 30th – SCADA System Upgrade Project bid opening. Review bids and request Board approval of lowest responsive, responsible bid.
19. TRF – Discuss Security improvements.
20. Ruth
 - a. Hazard tree removal - Tree Service quotes are in progress at this time. Expect to have something back by Board meeting.
 - b. Dead, Dying and Diseased tree removal – See attached letter from Rhett Imperial, Cal Fire.



DEPARTMENT OF FORESTRY AND FIRE PROTECTION

[Office Address]
[Office Phone Number]
Website: www.fire.ca.gov



November 21, 2016

H.B.M.W.D. NOV 23 2016

HUMBOLDT BAY MUNICIPAL WATER DISTRICT
P O BOX 95
EUREKA, CA 95501

NOTICE OF INSPECTION

Section 4604 of the Public Resources Code (PRC) requires the department to inspect timber operations for compliance with the Forest Practice Act and rules of the Board of Forestry and Fire Protection.

Harvest Document: 1-16EX-099-TRI
Inspection Date: November 17, 2016
Inspection Type: Inactive
Inspection Number: 2
Person Contacted: LYNN DILLON & BRIAN NEWELL

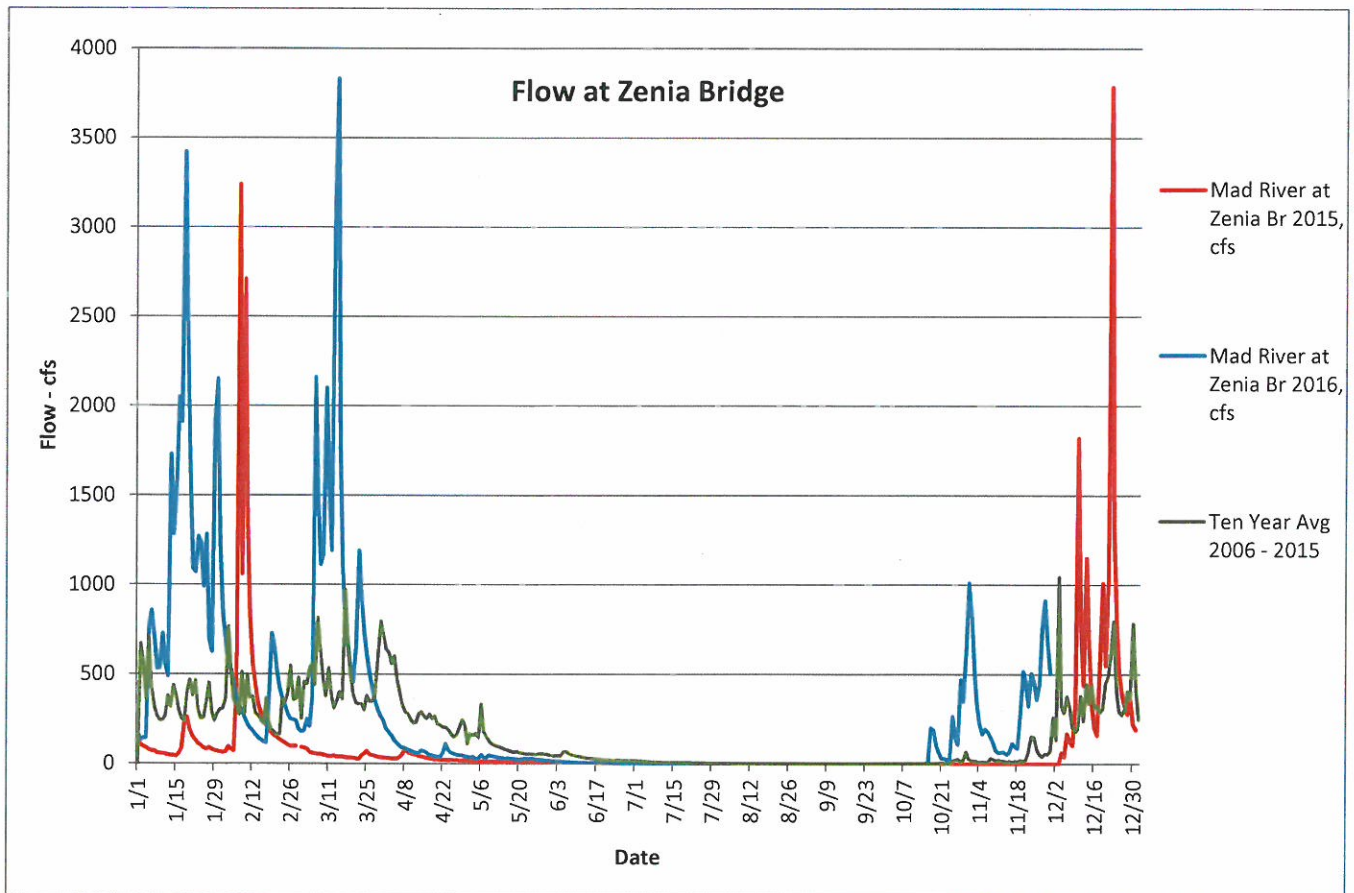
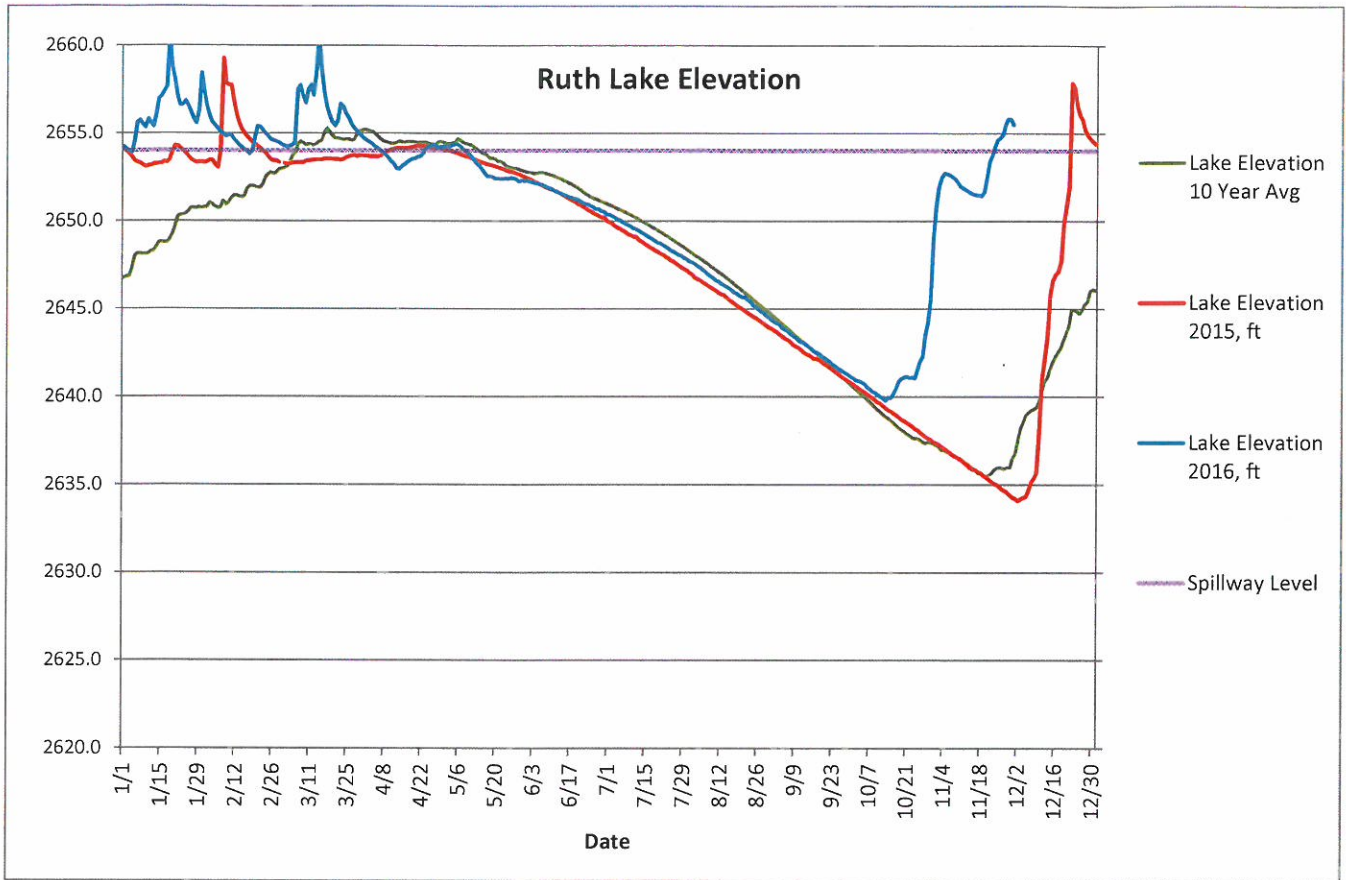
Met with LTO Lynn Dillon and HBMWD Brian Newell and discussed the process and benefits of removing the dead, dying and diseased conifers that exist on District lands. It was a productive site visit and I am hopeful that they will begin harvesting the dead and dying trees within the next month or two.

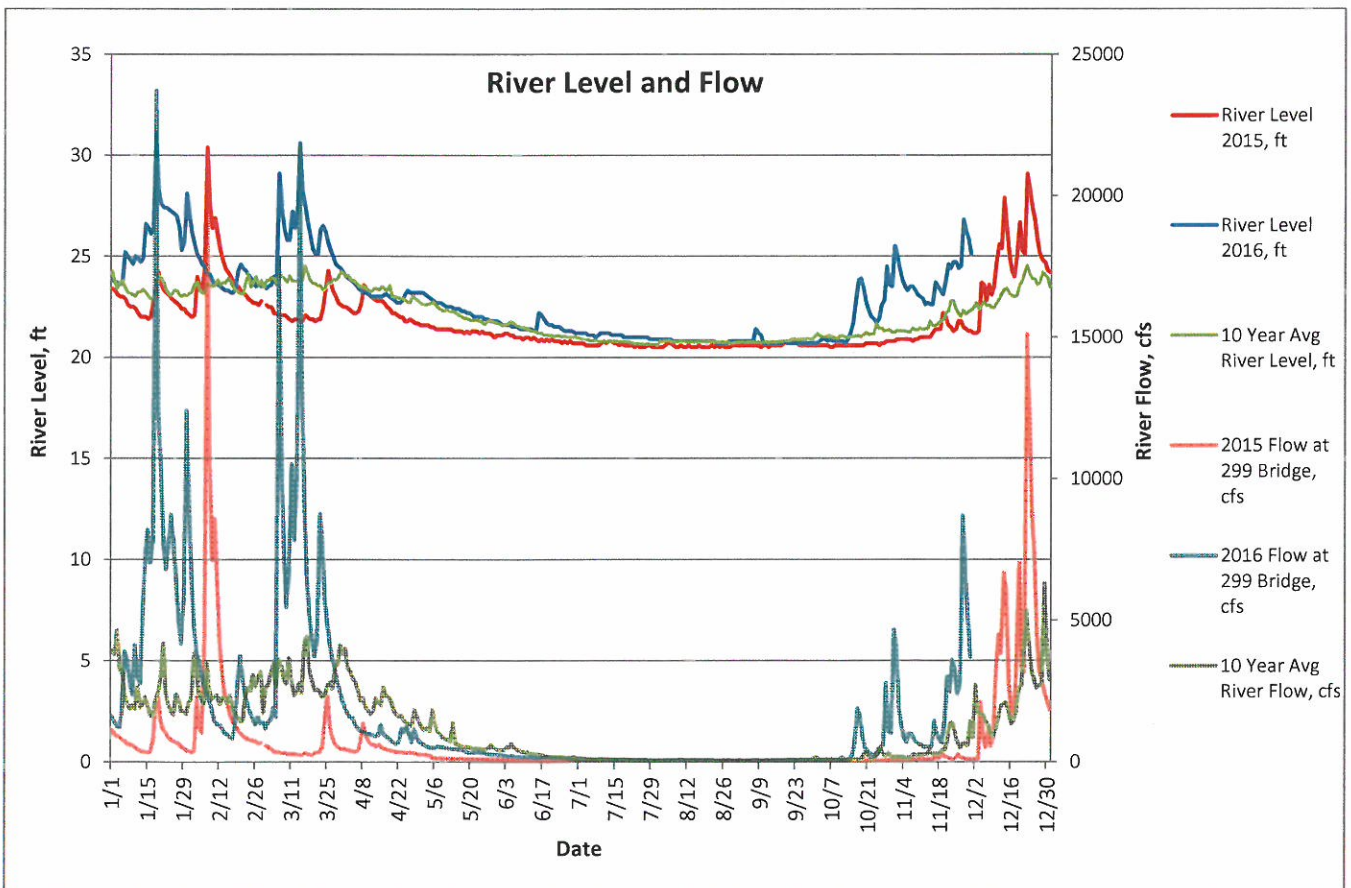
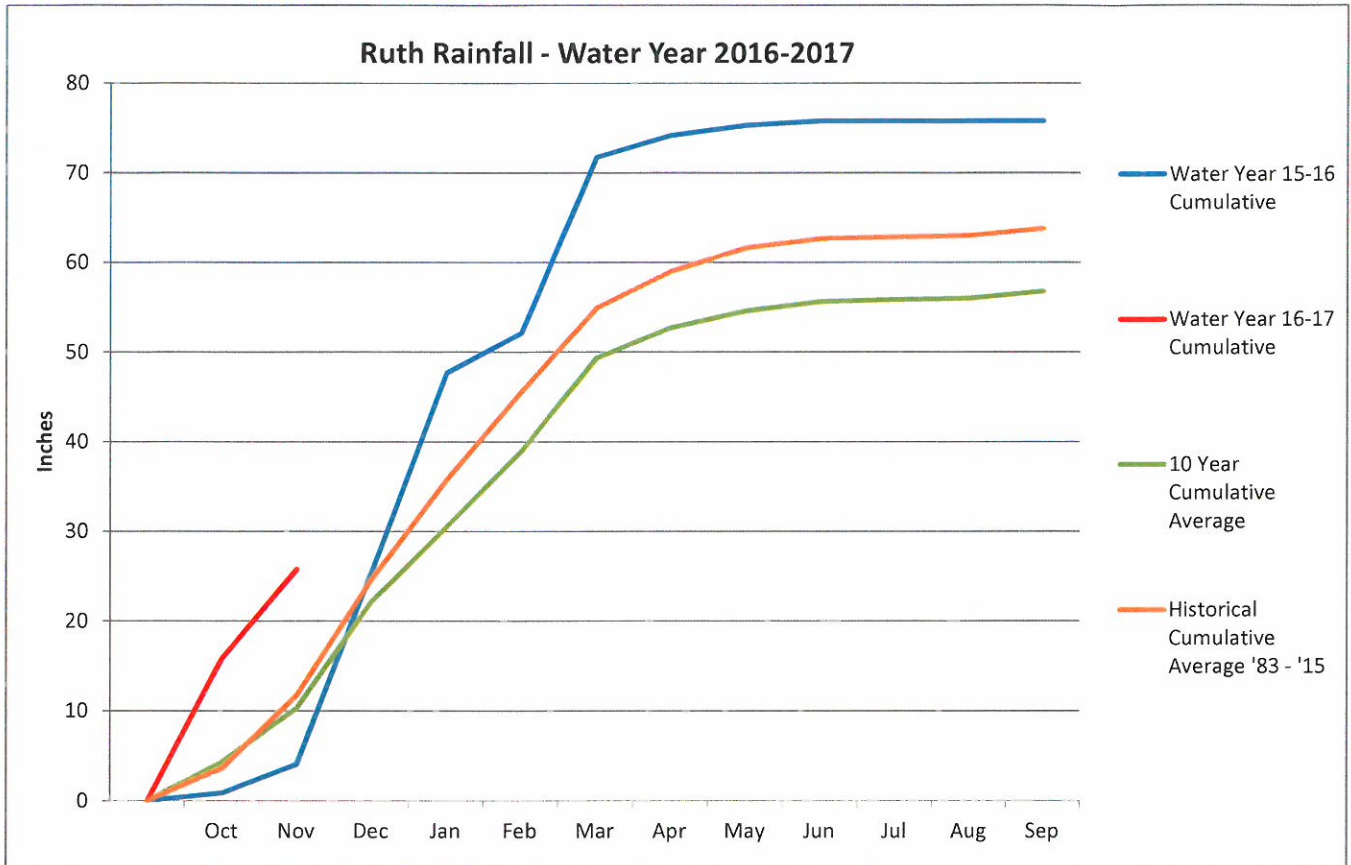
If you have any question about this matter, please contact Rhett Imperiale at 707-599-6552.

Signature

Rhett Imperiale
Forester II RPF#2697
Cal Fire HUU
118 Fortuna Blvd.
Fortuna, Ca. 95540

cc: Unit, Region, LTO, TLO, RPF, other





Ruth Hydro Production: kW per Month

	Historic Average: Cumulative	Ten Year Average: Cumulative	Hydro Production 2014: Cumulative	Hydro Production 2015: Cumulative	Hydro Production 2016: Cumulative	Hydro Production 2014	Hydro Production 2015	Hydro Production 2016
January	594,594	589,440	50,400	643,200	904,800	50,400	643,200	904,800
February	1,247,153	1,206,240	50,400	1,363,200	1,725,600	0	720,000	820,800
March	2,078,105	1,937,760	532,800	1,634,400	2,676,000	482,400	271,200	950,400
April	2,731,024	2,563,920	1,092,000	1,740,000	3,213,600	559,200	105,600	537,600
May	3,196,970	3,031,440	1,291,200	1,893,600	3,540,000	199,200	153,600	326,400
June	3,481,217	3,309,600	1,440,000	2,035,200	3,681,600	148,800	141,600	141,600
July	3,688,054	3,492,720	1,588,800	2,186,400	3,830,400	148,800	151,200	148,800
August	3,951,281	3,699,606	1,737,600	2,325,600	3,976,800	148,800	139,200	146,400
September	4,255,289	3,918,486	1,881,600	2,469,600	4,137,600	144,000	144,000	160,800
October	4,545,191	4,154,646	2,030,400	2,618,400	4,288,800	148,800	148,800	151,200
November	4,817,748	4,403,536	2,179,200	2,764,800	5,076,000	148,800	146,400	787,200
December	5,247,303	4,858,976	2,857,600	3,261,600		678,400	496,800	



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


	Total Kwh Production	Production for Period Ending 10/31/2016	Average Monthly Kwh Production
On Peak	11,519,130	29,095	28,726
Part Peak	56,424,707	32,935	140,710
Off Peak	81,060,246	72,650	202,145
Super Off Peak	25,854,965	25,251	64,476
Grand Total	174,859,049	159,930	436,057

Grand Total Revenues \$8,575,224.37

No. of Months of Operation 401

Average \$/Kwh \$0.0490

Confidential: Documents submitted under General Order 66-C, §52.8 and PU Code §583

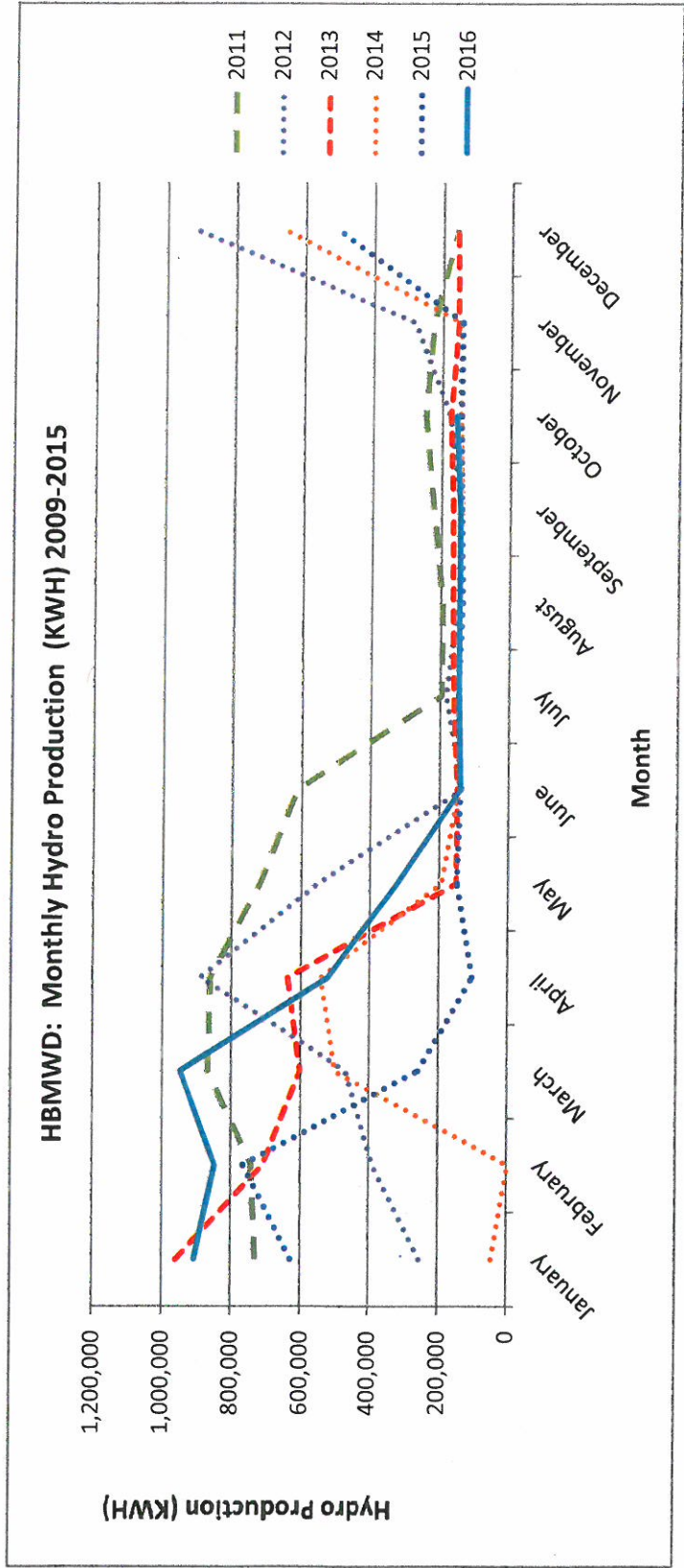
 <p>Purchase / Sales Invoice Invoice Number: 79694</p> <p>Delivery Period Start: 10/01/2016 Delivery Period End: 10/31/2016 Invoice Date: 11/09/2016 Due Date: 11/30/2016</p> <p>Log Number: 19H051 Account Code: 2320900 Meter Channel: LJ600B Contract Start: 04/10/1983</p>	<p>From: Pacific Gas and Electric Company 77 Beale Street San Francisco, CA 94105</p>	<p>To: HUMBOLDT BAY MWD P. O. Box 95 Eureka, CA 95501</p>
	<p>Contract Manager: Nancy Breckenridge Phone: 415-973-4092 Email: NJB6@pge.com</p>	<p>Project Name: HUMBOLDT BAY MWD Payment Method: CHECK Vendor Number: 1024538</p>
	<p>Settlement Analyst: Kimberly Song Phone: 415-973-5815 Fax: 415-973-9505 Email: K5SW@pge.com</p>	<p>Contact: Steve Marshall Phone: 707-822-2918 Fax: Email: ops@hbmwd.com</p>

Payment Name	Quantity	Unit	Amount
Energy Payment 10/01/2016 - 10/31/2016	159.930	MWh	\$-4,956.14
As-Delivered Capacity Payment	134.679	MWh	\$-1,474.01
Net Total			\$-6,430.15

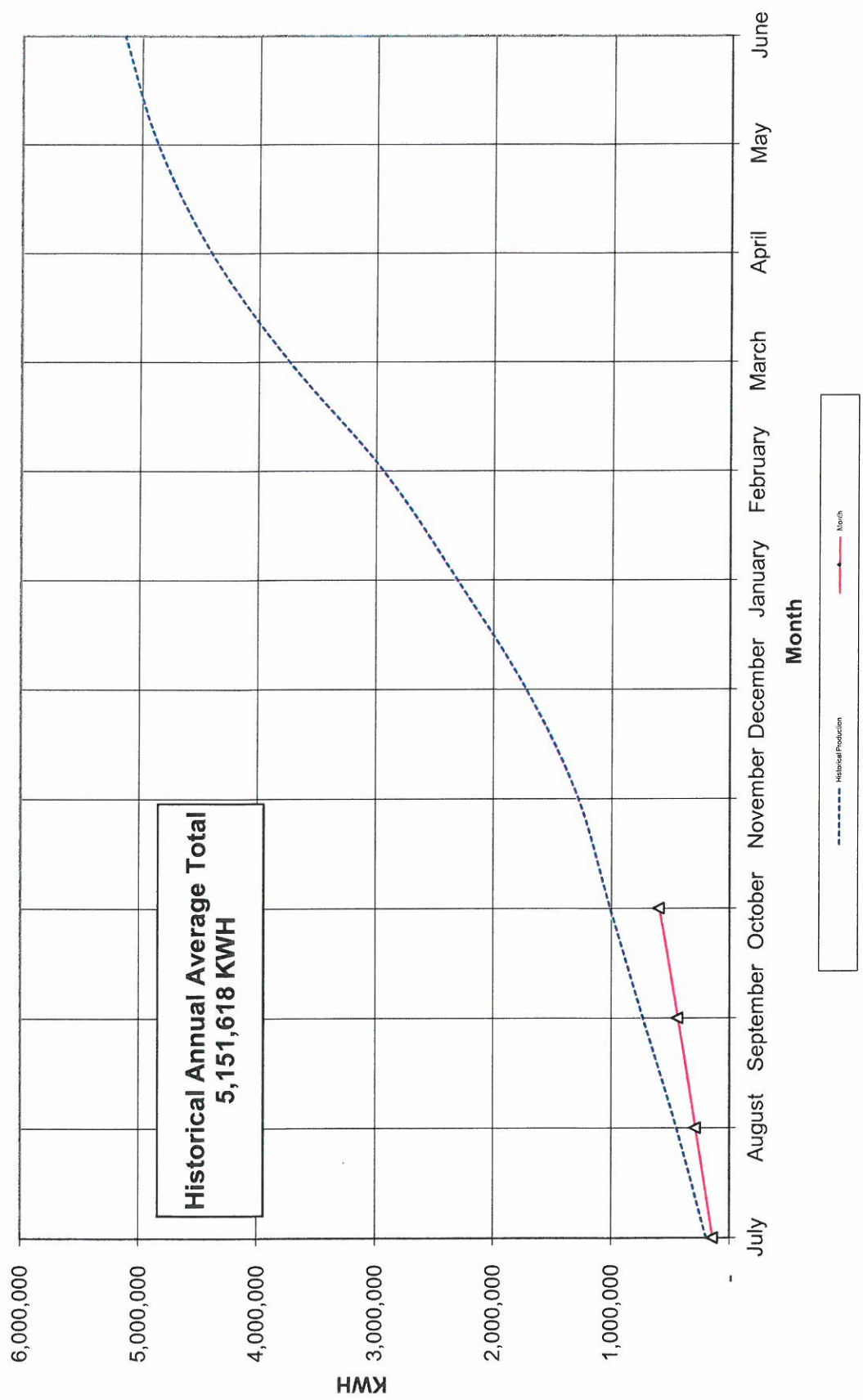
Total Amount Due to HUMBOLDT BAY MWD on Due Date: 11/30/2016	USD \$ 6,430.15
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**Humboldt Bay Municipal Water District
Monthly Hydro Electric Production (KWH) for CY2011 - 2016**

Month	2011	2012	2013	2014	2015	2016
January	731,895	255,300	962,724	47,002	632,611	907,103
February	743,385	390,898	713,055	0	769,170	848,575
March	868,396	470,351	605,327	501,812	261,555	950,250
April	862,182	892,452	642,402	545,893	106,258	523,573
May	720,776	553,888	152,795	196,968	151,803	323,636
June	613,500	138,181	152,044	147,630	143,055	142,248
July	197,448	186,027	164,775	149,503	150,599	147,564
August	196,872	151,424	168,428	148,220	140,977	147,531
September	224,463	147,850	169,768	145,020	145,468	148,770
October	249,000	179,706	178,812	148,715	147,574	159,930
November	226,807	282,768	157,195	148,816	145,196	
December	159,636	923,766	160,936	665,823	510,915	
Total Annual	5,794,360	4,572,611	4,228,261	2,845,402	3,305,181	4,299,180



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



RCEA, RREDC, NCRP



Redwood Coast Energy Authority

633 3rd Street, Eureka, CA 95501

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

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

MEETING AGENDA

Redwood Coast Energy Resource Center
633 3rd Street, Eureka, CA 95501

November 21, 2016
Monday, 3:15 p.m.

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

I. ROLL CALL

II. REPORTS FROM MEMBER ENTITIES

III. ORAL COMMUNICATIONS

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

IV. CONSENT CALENDAR

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

- A. Approve Minutes of October 17, 2016 Board Meeting.
- B. Approve attached Warrants.
- C. Accept attached Financial Reports.

V. REMOVED FROM CONSENT CALENDAR ITEMS

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

VI. NEW BUSINESS

A. RCEA Fiscal Audit Report

Accept RCEA Independent Fiscal Audit Report for the year ending 6/30/14.

B. Community Choice Energy Program Update (information only)

- City of Rio Dell participation
- Headwaters Fund line of credit
- Community outreach

C. Human Resources Systems Audit

Accept Human Resources and Personnel Policies Audit Summary and Recommendations.

D. RCEA Policies and Procedures

Adopt Resolution 2016-3 adopting a Customer Confidentiality Policy, Social Media Policy, and Prohibition Against Dissemination of Untrue or Misleading Information Policy.

Review/Discuss Energy Risk Management Policy (no action)

Review/Discuss Board Operating Procedures Policy (no action)

E. Staffing and Reorganization Update

Approve creation of Director of Finance and Human Resources position.

F. December Meeting Schedule

Approve Special RCEA Board Meeting for December 12th at 3:15pm; consider cancelation of December 19th meeting.

VII. ADJOURNMENT



Redwood Region Economic Development Commission
 Prosperity Center 520 E Street, Eureka, California 95501
 Phone 707.445.9651 Fax 707.445.9652 www.rredc.com

REDWOOD REGION ECONOMIC DEVELOPMENT COMMISSION
Regular meeting of the Board of Directors
 Prosperity Center, 520 E Street, Eureka, CA
November 28, 2016 at 6:30 pm
AGENDA

- I. **Call to Order & Flag Salute**
- II. **Approval of Agenda and Minutes**
 - A. Approval of Agenda for November 28, 2016
 - B. Approval of Minutes of the Board of Directors for October 24, 2016
- III. **Public Input – for non-agenda items**
- IV. **Program – Leila Roberts, new Director of North Coast Small Business Development Center, on NCSBDC Plans and Changes**
- V. **Consent Calendar**
 - A. Acceptance of Agency-wide Financial Report: October 31, 2016
- VI. **Reports – No Action Required**
 - A. Loan Portfolio Reports: October 31, 2016
 - B. Executive Director's Report
- VII. **Old Business**
 - None
- VIII. **New Business**
 - A. Review of Outcomes from October 24, 2016 Board Discussion of Strategic Priorities
- IX. **Member Reports**
 - A. Humboldt Bay Harbor, Recreation & Conservation District
 - B. City of Trinidad
 - C. City of Ferndale
- X. **Agenda/Program Requests for future Board of Directors Meetings**
- XI. **Closed Session**

Per California Government Code Section 54957 Public Employee Performance Evaluation,
 Title: Executive Director Evaluation
- 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 accommodations.



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