



**Ruth Lake Community Services District**

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**2019 QUAGGA INSPECTION SUMMARY**

January 1, 2019 to November 30, 2019

	<b>Marina</b>	<b>Campground</b>	<b>Total</b>
Resident Registrations (Yellow)	196	144	340
Non Resident Inspections (Red)	466	391	857
Non Trailered Watercraft (Blue)	170	315	485
Total Registrations / Inspections	832	850	1682
Failed Watercraft	1	2	3

(3 boats denied entry for standing water, none from any known high risk areas)

Banded from 2018: Not tracked

Inspections done at other locations:

Reynolds RV (Fortuna) - 17  
 Bayleys (Hayfork) - 3  
 Browns Sporting (Garberville) - 5

**TOTAL OF WATERCRAFTS for 2019: 1,707**

**HUMBOLDT BAY MUNICIPAL WATER DISTRICT  
PROCEDURES  
Removing Dead, Dying, and Diseased Trees**

Cancels:

See Also:

Approved by: John Friedenbach, General Manager

**A. Background:**

- a.** Humboldt Bay Municipal Water District (The District) considers the timber existing on its property surrounding Ruth Lake and the R.A. Matthews Dam to be an asset belonging to the District.
- b.** The District acknowledges that dead, dying, and diseased trees can pose a threat to people and property.
- c.** The District acknowledges that trees felled in close proximity to Ruth Lake have a potential to add debris to Ruth Lake and/or potentially damage infrastructure of the R. A. Matthews Dam.
- d.** The District maintains an annual contract with a Licensed Timber Operator (LTO) to better manage the timber asset.
- e.** The District LTO is required to maintain insurance, indemnifying the District.
- f.** The District requires its LTO be contacted/consulted regarding removal issues for trees greater than 12 inches in diameter.

**B. Procedures:**

- a.** All requests for removal of dead, dying, and diseased trees shall follow the established & approved policy regarding any land lease improvements.
- b.** Additionally, lessee must contact the District's LTO for an evaluation of the tree(s) in question.
  - i.** If the tree is greater than 12 inches in diameter (37-inch circumference)
  - ii.** if the tree is less than 12 inches in diameter, Lease Lot holder may remove the tree without LTO. Lease Lot Holder will be required to sign waiver of liability with the District.
- c.** The LTO will have two weeks to respond, inspect, and provide a report to the District.
- d.** If the LTO fails to respond or is unavailable, the lessee may (at their own expense) contact another licensed/certified tree faller.
  - i.** Licensed/certified tree faller must provide a copy of their credentials to the District
  - ii.** Licensed/certified tree faller may be required to provide a Certificate of Insurance (see g.i. below)
- e.** District's decision will be based on input from the LTO (or other licensed/certified tree faller) if tree is greater than 12 inches in diameter; or Ruth Area Representative if tree is less than 12 inches in diameter.
- f.** District will issue a written decision within 14 days of receiving report from LTO (or licensed/certified tree faller).
- g.** If approved, the felling/removal of the tree(s) greater than 12 inches in diameter must be performed by either the District's LTO or a licensed/certified tree faller.
  - i.** If licensed/certified tree faller is used for felling/removal of tree(s), a Certificate of Insurance, indemnifying the District and District's LTO is required.
- h.** At no time may a tree be felled/removed without prior written approval by Humboldt Bay Municipal Water District.
- i.** At no time may an approved tree greater than 12 inches in diameter be felled/removed without using the District's LTO (or a licensed/certified tree faller with appropriate insurance on file (see g.i. above)).

Effective Date: April 9, 2020

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- j. Intentional felling/removal of trees without authorization may be considered unpermitted timber harvest and/or theft of timber asset.



## HUMBOLDT BAY MUNICIPAL WATER DISTRICT

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 JOHN FRIEDENBACH

June 4, 2020

Caitlin Canale, General Manager  
 Ruth Lake Community Services District  
 PO Box 6  
 Mad River, CA 95552-0006

Re: California Special District Association (CSDA) training opportunities

Dear Caitlin,

As you are aware, our District has been assisting yours with obtaining California State Parks Division of Boating and Waterways funds under their Quagga and Zebra Mussel Infestation Prevention Grant Program. As the owner of Ruth Lake, our district is required to be the applicant for these grants. Your District incurs the actual expenses, which we in turn submit for grant reimbursement. The first three applications were successful in obtaining \$ 80,130 for your District.

15/16 Grant	\$ 9,150	(operating expenses of \$5,600)	
16/17 Grant	\$63,500	(operating expenses of \$3,900)	
17/18 Grant	\$ 7,480	(operating expenses of \$7,480)	
19/20 Grant	\$ 24,000	(operating expenses of \$3,700)	IN PROCESS, not yet approved

The operating expenses consist of: gate access key cards, boat to trailer bands, inspection stickers, and telephone monthly charges. The total of \$16,980 of operating costs is being reimbursed through the grant program. Last month your district received the final grant reimbursement check from 17/18 grant for \$4,807.85 (see enclosed copy). In this current grant cycle, phone charges are not allowed and thus the reduced amount in operating costs.

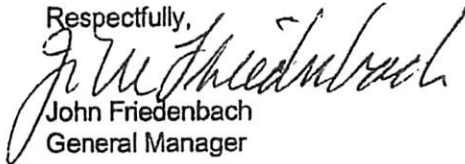
I bring these figures to your attention with a suggestion for your consideration. You are a new General Manager and your Board Secretary/Business Manager is relatively new to your District. Respectfully, it occurs to me that you could both benefit from some of the trainings offered by the CSDA since your District is a member of CSDA. The specific trainings that our District utilizes are the General Manager's Summit and the Board Secretary Conference. I have attended the GM Summit and found it very informative as well as a positive networking opportunity for peers in other special districts. Additionally, we send our Board Secretary to the annual Board Secretary's Conference nearly every year. She has become well versed in the procedures and policies necessary for an effective and compliant administrative operation of a Special District. I myself have attended this conference as well and found it to be beneficial as general manager. Unfortunately, due to COVID-19 this year's GM Summit was cancelled. The Board Secretary conferences alternate locations between Southern California (Anaheim) and Northern California (Monterey). The current year 2020 conferences are located on the CSDA website: [www.csda.net](http://www.csda.net). The details will be available as the conference dates get closer.

I understand that budgets are typically tight, but given the operating costs savings that your District has realized through the Quagga grants, an opportunity may exist to re-invest a portion of those RLCSD savings/funds into you and your staff's education that will benefit the RLCSD for years to come.

I thought sharing this information might be useful for your organization.

If you have any questions, please do not hesitate to contact me. Or you can contact the CSDA or view their website.

Respectfully,



John Friedenbach  
General Manager

