

BIG LAGOON COMMUNITY SERVICES DISTRICT

UNAPPROVED MINUTES of the Regular Monthly Board Meeting

Saturday October 16, 2021 - 4PM in the Community Room at Big Lagoon Elementary School

1. Chair's Call to Order (Bill)

The open/regular meeting of the Big Lagoon Community Services District convened at 4:03PM.

Board members in attendance: Bill Wenger, Chair; Gus Satein, Vice Chair;

Dick Maier, Treasurer; Chuck King, Director; Joey Blaine, Director

Staff in attendance: Mara Friedman, Board Secretary; Val Castellano, Water Operator; Dana Hope, Meter Reader

Community members in attendance: Louise Minor; Margie Adler; Cindy Maier; Mary Coakley

2. Recognize Public Correspondence received by 4:00 PM, October 15 (Bill)

Public correspondence was received and distributed. Bill verbally acknowledged John Donohoe for his much appreciated contributions in helping to clean up the defensible space at the well site, as well as for his valuable input to the fire suppression work group.

3. Agenda for October 16, 2021 (Bill) Amend / Approval

There were no changes to the agenda. Agenda is approved as distributed by Bill.

4. September 18, 2021 Unapproved Meeting Minutes (Bill) Amend / Approval

There were no changes to the meeting minutes. Minutes are approved as distributed by Bill.

STATUS REPORTS (Public may comment after each report is given)

5. School Pipeline Project (Bill)

This is a long project and Bill is still waiting to hear back from RCAC.

6. Vice-Chair's Report (Gus)

6.1 Survey findings of meters & valves with John Morgan: On 9/25, Gus and John Morgan inspected all the utility boxes in our water district. This enabled John to compile a detailed list of all plumbing components needed to install new water meters. Gus has developed a price quote list from this information. He was able to add the information received thus far to a summary report. We are still waiting to receive information from Kathy Richards (Badger Co.) regarding cellular viability and he is hoping to have that information by our November meeting.

6.2 Meter update: All meters except one were looked at. Our oldest meter was built in 1966 and our newest in 2014. Half of our meters are from 2000 or newer. Gus has requested a price estimate for 38 backflow devices. After this information is received, we will have a good picture of the many different cost options and possible ways to fund this project.

A phased installation program is a good possibility. Wahlund Construction wants to visit and provide a separate, rough estimate for installation of water meters and backflow devices. The school needs to be looked at separately from the rest of our water district.

7. Treasurer's Report (Dick)

7.1 Past-due accounts update: We have three properties that make up 70% of the outstanding arrears (non-covid related). When considering a lien, a notification that we might take steps to issue a lien must be sent out first. This letter does not require an attorney.

MOTION made to send a notification 'Letter of Intent to Lien' to homeowners in arrears for non-covid reasons.

Motion: Gus, Second: Joey – Motion Approved: 5 ayes, 0 nays.

Margie is concerned that we do not penalize customers experiencing hardship, to which Dana asked how do we access the difference between hardship and neglect? Louise responded that the money in arrears would only be recovered when the house is sold, so it does not present a hardship to anyone.

7.2 Future rate increase: The process of creating a new Water Billing / Water Policy has begun and Dick is seeking feedback from the board. He noted that we currently have approximately \$148K in our account and estimated that the combined costs of the water meter replacement project with the water storage project will use about 60-70% of our available funds. We can decide when we want to increase rates to fund these projects. Dick thinks our overall operating costs are going to increase due to inflation. He pointed out that our base water rate provides 70% of our funding and actual water usage 30%. Gus noted that if the base monthly rate was increased 15%, it would generate approximately \$5700 income annually. Another possibility for funding projects and maintaining all or part of our reserves is through taking out a loan. We have developed a good relationship with our bank and currently have a \$28K line of credit. If we apply for a larger line of credit, lots of information will need to be provided. Dana inquired about the possibility of tiered billing and Dick replied that he can look into the option of eliminating the base rate and billing for water usage only. Mary feels that some form of base rate needs to be maintained and Joey agreed, adding that the base rate "keeps the lights on". Val added that if there is not a base rate, we would have to make sure that our meters are calibrated and reporting water usage accurately. Bill noted that we would need to do a 218 process for a rate increase, which involves a vote by property owners and requires a 50% plus one constituent approval for the rates to be raised. In answer to Louise's question, Dick thinks \$75K is an adequate cushion to maintain for our reserve funds. Margie added that we should revisit the option of a USDA grant as another path for funding our projects. Chuck agreed that we need to look at grants and Margie noted that we could reach out to people who specialize in this field to help us.

In response to Dana's suggestion that the board access all our long term projects, Joey suggested that we broaden our community input by providing information about the benefits/risks of the 4-5 projects we are currently looking at and then conduct a survey asking them to prioritize the projects in order of importance. Bill suggested that we form a work group to develop this survey. Joey will head this work group and Mara will put out a notice to the community inviting them to participate.

8. Water Operator's Report (Val)

8.1 Average daily consumption: All looks good. We are pumping about 5K gallons a day.

9. Meter Reader's Report (Dana)

Dana thanked Greg and Dick for their help in reading the meters. She has noticed an improvement in the meter boxes. Rob and Matthew will be training with Dana to help with the meter readings.

10. Storage Capacity & Fire Suppression status report (Dick)

This item is on the backburner as we wait for the state agency reports to come in. Regardless if we get funding or not, we need to increase our storage, even if in phases. Dana noted that the Big Lagoon Park Co. is currently working on a fire suppression project. We could potentially benefit from their research and she thinks it would be a good idea to contact them. Louise noted that incrementally adding tanks might be advantageous. Dana added that Trinidad has a water conservation document that would also be a valuable source of information.

11. Drought Emergency Conservation Measures Update (Chuck)

An email was sent to the community and posted on our website and we have three volunteers for this work group: Catherine Munsee, Margie Adler, Eric Matson. The work group will use Mckinleyville's information as a template.

ACTION ITEMS (Public may comment by raising a hand after Board discussion and before the Board votes)

12. Background on Executive Order N-15-21: Meetings on ZOOM (Bill)

12.1 Shall BLCSD return to holding board meetings on Zoom? As of October 1, Gov. Newsom issued an executive order that discontinued the statute regarding holding public meetings virtually due to covid. Public meetings must be held in person unless a very complicated form is filled out each month. Dana suggested a workaround is to hold a 'Hybrid Meeting' that requires no paperwork. Zoom attendees are still able to participate. Bill likes this suggestion, and there is no need to vote on this solution.

12.2 If approved, ask for a qualified volunteer to complete paperwork
Because we will be doing hybrid meetings, this is no longer needed.

13. Volunteer Insurance Policy – two options (Dick)

13.1 State Fund & Alliant Volunteer Insurance Program: Dick reported that we received 2 bids for volunteer insurance - \$1200/year (State Fund) and \$250/year or \$350/year (Alliant). Bill proposed that we go with Alliant for \$350/year. Mary feels we need to purchase the best insurance available.

13.2 Shall BLCSD purchase an insurance policy to cover volunteers?

13.3 If approved, which policy?

MOTION made to purchase Alliant volunteer insurance for \$350/year.

Motion: Bill, Gus second – Motion Approved: 5 ayes 0 nays.

NEW BUSINESS (Public may comment by raising hand after Board discussion)

14. Upcoming Healthy & Safety Program through SDRMA (Gus)

Henri Castro (Safety/Loss Prevention Manager from SDRMA) will develop a volunteer safety program for our community. She hopes to have a draft available for our next meeting that Gus will distribute to the board for review. Once we adopt a program, we will distribute the information to the community and post on our website. BLCSD may provide some personal protective equipment.

15. Mutual Aid Agreement (MAA) between Humboldt County CSDs (Bill)

Bill said he would be hesitant to sign the agreement because it is very hard to comprehend. He hopes that the final agreement is written in plain English and not heavy in legalese. Bill will update as the MAA evolves.

16. PUBLIC COMMENT

There was no public comment.

17. Future Agenda Items from Board Members

Dick is going away in December and asked if the board is going to schedule a meeting that month. There hasn't been a December meeting before because of the holidays.

18. Adjourn

With no other business, the Chair adjourned the meeting at 5:39 PM.

The next regular meeting will be November 20 at 4 PM in person for all Board members, and accessible via Zoom.

Submitted by Mara Friedman, Board Secretary

Big Lagoon Community Services District

PO Box 847 Trinidad, CA 95570 biglagooncsd@gmail.com

REGULAR MONTHLY BOARD MEETING AGENDA

The regular meeting of the Board of Directors of Big Lagoon CSD will be held Saturday, November 20 at 4:00 PM in the Community Room of Big Lagoon Elementary School. Seating will comply with social distancing guidelines, and masks will be provided if you don't bring your own. Th

is will be a hybrid meeting that will allow members of the public to participate remotely via Zoom.

Link to join meeting via

Zoom: <https://us02web.zoom.us/j/86896924144?pwd=MlV6SHR6dUIYVUpkY2dYbUlKQXdXUT09>

The public may submit written comments or questions on any agenda item to the Board at: biglagooncsd@gmail.com up until 4:00 PM on Friday, Nov 19, 2021, or comment on an agenda item by raising your hand when the Chair asks for public comment.

The Information Packet for this meeting is attached to this emailed Agenda. You can also request the Packet by emailing biglagooncsd@gmail.com.

1. Chair's Call to Order (Bill)
 2. Recognize Public Correspondence received by 4:00 PM, Nov 19 (Bill)
 3. Agenda for November 20, 2021 (Bill) Amend / Approval
 4. Oct 16, 2021 Unapproved Meeting Minutes (Bill) Amend / Approval
- STATUS REPORTS (Public may comment after each report is given)
5. School Pipeline Project (Bill)

6. Vice-Chair's Report (Gus)

6.1 Cost estimate for replacing meters, valves, and backflow devices

6.2 Draft Volunteer Safety Program

from SDRMA

7. Treasurer's Report (Dick)

7.1 Past-due accounts update

7.2 Future rate increase

7.3 Financial

Statements **Error! Filename not specified. Error! Filename not specified. Error! Filename not specified.**

8. Water Operator's Report (Val)

8.1 Average daily consumption

9. Meter Reader's Report (Dana)

10. Storage Capacity & Fire Suppression status report (Dick)

11. Drought Emergency Conservation Measures Update (Chuck)

12. Volunteer Insurance Policy (Dick)

13. Mutual Aid Agreement between Humboldt County CSDs (Bill)

13.1 Enrolled in Alliant's Volunteer

Insurance Program

PUBLIC COMMENT

14. Any member of the public may address the Board on any item that is not on the agenda.

By law, the Board cannot take action on items that are not on the agenda.

15. Future Agenda Items from Board Members

16. Adjourn

Meeting Packet Documents

Agenda Item 2: Community Correspondence distributed by separate email after November 19, 4:00 PM deadline

Agenda Item 4: Unapproved Meeting Minutes October 16, 2021

Agenda Item 5: Pipeline Work Plan & Pipeline TA

Agenda Item 6.2: Draft Volunteer Safety Program

Agenda Item 7.3: Financial Statements

Agenda Item 12: Alliant Volunteer Insurance Policy

11:23 AM

11/15/21

Accrual Basis

Big Lagoon Community Services District
Balance Sheet
As of October 31, 2021

	<u>Oct 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Umpqua Checking	148,279.09
Total Checking/Savings	148,279.09
Accounts Receivable	
Accounts Receivable	11,542.13
Total Accounts Receivable	11,542.13
Total Current Assets	159,821.22
Fixed Assets	
Water System	
Well Improvements	3,072.10
LP Tank	2,889.62
Fence	4,998.21
Pressure System 2011	10,038.00
2-5,000 Gal Tanks	19,700.82
Well 2010	18,647.44
Improvements	3,490.40
Chlorinator	2,627.00
Electrical System	9,931.00
Fire hydrants	8,520.86
Generator	13,998.00
Initial Purchase	75,000.00
Accumulated Depreciation	-152,504.35
Total Water System	20,409.10
Total Fixed Assets	20,409.10
Other Assets	
Start Up	
Start-up Expenses	6,666.84
Amortized Amount	-6,666.84
Total Start Up	0.00
Total Other Assets	0.00
TOTAL ASSETS	180,230.32

11:23 AM

11/15/21

Accrual Basis

Big Lagoon Community Services District
Balance Sheet
As of October 31, 2021

	<u>Oct 31, 21</u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	166,893.55
Net Income	13,336.77
Total Equity	<u>180,230.32</u>
TOTAL LIABILITIES & EQUITY	<u><u>180,230.32</u></u>

Big Lagoon Community Services District
Profit & Loss Budget vs. Actual
 January through October 2021

	Jan - Oct 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Non Compliance Fee	75.00			
Base Rate - Monthly	20,646.60	20,750.00	-103.40	99.5%
Service Revenue	0.00	600.00	-600.00	0.0%
Water Usage Income	8,306.42	6,400.00	1,906.42	129.8%
Installation Revenue	0.00	0.00	0.00	0.0%
Adjustment / Returned Check	0.00	0.00	0.00	0.0%
Total Income	29,028.02	27,750.00	1,278.02	104.6%
Gross Profit	29,028.02	27,750.00	1,278.02	104.6%
Expense				
Non-Cash Expenses				
Depreciation Expense	5,676.00	5,676.00	0.00	100.0%
Total Non-Cash Expenses	5,676.00	5,676.00	0.00	100.0%
Operational Expenses				
Election	0.00	0.00	0.00	0.0%
Supplies	1,722.05	250.00	1,472.05	688.8%
Dues	475.00	336.00	139.00	141.4%
Electric	2,315.22	3,800.00	-1,484.78	60.9%
Gas	429.72	300.00	129.72	143.2%
Insurance	4,019.84	3,800.00	219.84	105.8%
Maintenance	2,996.52	5,800.00	-2,803.48	51.7%
Office Supplies	149.90	100.00	49.90	149.9%
Postage	296.00	156.00	140.00	189.7%
Water Testing	1,395.00	1,200.00	195.00	116.3%
Water Distribution Operator	0.00	1,000.00	-1,000.00	0.0%
Total Operational Expenses	13,799.25	16,742.00	-2,942.75	82.4%
Total Expense	19,475.25	22,418.00	-2,942.75	86.9%
Net Ordinary Income	9,552.77	5,332.00	4,220.77	179.2%
Other Income/Expense				
Other Income				
Other Income - Donation	0.00	78.64	-78.64	0.0%
Total Other Income	0.00	78.64	-78.64	0.0%
Net Other Income	0.00	78.64	-78.64	0.0%
Net Income	9,552.77	5,410.64	4,142.13	176.6%



Big Lagoon Community Services District
Volunteer Safety Program

Date

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Attachments:

- A. Emergency Contact Form
- B. Accident/Incident Reporting Form

PURPOSE

Big Lagoon Community Services District (BLCSD) currently provides water to 42 residential connections in the Roundhouse Creek Road and Oceanview Drive areas, as well as Big Lagoon Elementary School. The District was formed in 1999. It is comprised of a Board of Directors and relies on dedicated volunteers to conduct the District's critical operations.

It is the District's intent to utilize volunteers to:

- Enhance services to the community
- Promote cost savings
- Give members of the community an opportunity to volunteer and have input into the operation of their government

The purpose of the BLCSD Volunteer Safety Program is to strive to provide a safe and healthy environment for all volunteers.

VOLUNTEER WORK ACTIVITIES

All volunteers are requested to provide emergency contact information by completing Attachment A. The following work activities outline the District's primary volunteer related tasks.

Water System Operator (WSO)

The WSO oversees daily operations of the BLCSD water treatment and distribution system. This includes, but may not be limited to:

- Weekly (3 times per week) - Monitors and records chlorine residual levels, water usage, generator hours, and propane volume. Checks operation of mechanical systems. Adds chlorine to the chlorinator tank as needed. Purchases supplies as needed.
- Monthly - Collects samples for a monthly e-coli and total coliform test. If positive test results, coordinates additional testing as needed. Compiles daily/weekly chlorine residual logs. Maintains originals and distributes to the appropriate state agency. Conducts operational test of 15 horsepower pump. Inspects water storage tanks and lids for damage. Measures static water levels.
- Annually - Flushes system lines. Tests backflow devices at Big Lagoon School and Roundhouse Creek Rd. Schedules flush of storage tanks. Conducts administrative tasks such as report writing and communication with regulators.

Water Meter Reading

Every two months the meter readers will read and record the District's 42 water meters. The information is sent to the Board Treasurer for billing purposes. They will also report conditions that warrant further investigation to the WSO. Unmaintained water meter boxes are reported to the Vice Chair and Treasurer.

Daily Chlorine Water Testing

A daily tester uses water sample testing equipment to read and record the amount of free chlorine in the residential water supply. Testing is typically conducted in the tester's residence. Daily records are compiled and provided to the WSO at the end of each month.

Well Site Exterior Maintenance

Several times per year volunteers clear the access road to the well site. Volunteers use their personal power tools, such as weed trimmers, brush cutters, and small chain saws, to clear weeds, vines, shrubs and low-hanging limbs.

Pipeline leak detection

On rare occasions (3-5 years) volunteers are asked to search for a pipeline leaks. They search in dense forest duff and may be required to use machetes, axes, brush cutters, shovels, and steel probes. Conditions may be wet and slippery.

Board Member Operations

In addition to potentially volunteering for the listed volunteer duties, board members also conduct significant administrative and communication tasks to ensure BLCSD is effectively managed.

PROGRAM PROCEDURES

Safety Training

The District strives to maintain a safe environment for volunteers. The District will regularly evaluate potential volunteer exposures and conduct training as warranted. Training topics include, but may not be limited to, the following:

Topics	Board Member Operations	Water System Operator tasks	Water Meter Reading	Daily Chlorine Water Testing	Well Site Exterior Maintenance	Pipeline Leak Detection
BLCSD's Volunteer Safety Program	X	X	X	X	X	X
Back Safety		X	X	X	X	X
Chemical Safety (Sodium Hypochlorite/Phenol Red)		X		X		
Defensive Driving	X	X	X		X	X
Heat Illness Prevention		X	X		X	X
Outdoor Hazards		X	X		X	X
Power Tool Safety (equipment specific)*					X	X
Personal Protective Equipment Usage		X	X	X	X	X

* When using personally owned power tools and equipment, volunteers are required to ensure tools are on good condition, operate the tools as specified by the manufacturer, and wear the recommended personal protective equipment.

Personal Protective Requirements (PPE)

The following PPE is required based on the volunteer’s tasks and exposures. If the District supplies the required PPE it should be indicated in this section. PPE includes, but may not be limited to, the following:

Personal Protective Equipment	Board Member	Water System Operator	Water Meter Reader	Daily Chlorine Water Tester	Well Site Exterior Maintenance	Pipeline Leak Detection
Eye Protection		X		X	X	X
Face Protection		X		X		
Hand Protection		X	X	X	X	X
Anti-slip footwear		X	X		X	X
Reflective Vest – Traffic		X	X		X	X

Accident/Incident Reporting Procedures

Any volunteer who is involved in an incident resulting in an injury or illness that arose out of the course and scope of their volunteer activities should first seek medical assistance and contact enter name and contact information. Volunteers must also complete and submit Attachment B, Accident and Illness Report form.

BLCSD’s volunteer accident insurance coverage may provide a limited amount of coverage for injury to a volunteer on a no-fault basis when volunteers are performing volunteer service on behalf of the District. This will need to be modified to reflect the type of coverage the District is providing.

Driving While Volunteering

Volunteers who drive a personally owned vehicle during, the course of their volunteering, are required to have a valid California driver’s license with the classification consistent with the vehicle(s) to be driven. They are also required to maintain personal automobile liability coverage limits that comply with the state of California statutory requirements.

Any damages to the volunteer’s personal vehicle or damages to other property that is caused by the volunteer while operating his or her personal vehicle are the responsibility of the volunteer.

RECORD KEEPING

All records regarding volunteer service shall be maintained for enter number years.

Attachment A
Volunteer Emergency Contact Information

Please provide a contact in the event of an emergency.

Volunteer Name:	
Contact Name:	Relationship:
Address:	
Phone Number(s):	

Attachment B
Volunteer Accident/Incident Reporting Form

Volunteer Name:	
Task/Operation:	
Accident/Incident Date/Time:	Date reported:
Location of accident/incident:	
Describe the accident/incident in detail (include attachments is if needed):	
Describe injury and ensuing treatment:	
Reported by:	Date:
Reviewed by:	Date:

Technical Assistance (TA) Work Plan

TA Type: Drinking Water Wastewater Storm Water Groundwater
Grant Agreement No. D19-17007
TA Start Date: 07/07/2021
TA Recipient(s): Big Lagoon CSD (PWSID CA1200592)
Community/System Information: Population Served: 23 at BLS Number of Connections: 1 connection to BLS
 Median Household Income (MHI): N/A MHI Source: N/A
Community/System Contact: William Wenger, Chair, Big Lagoon Community Services District, 707-677-2008, bill@biglagooncsd.com
Work Plan No.: 6367-A

Work Plan Title: DWSRF Planning Financing Application Assistance
Work Plan Submittal Date: 08/20/2021

A. Technical Assistance DetailsWater System Description:

Big Lagoon Community Services District (BLCSD) is a water system in Humboldt County serves a population of 112 via 41 connections, including Big Lagoon Union Elementary School (BLS), a small rural public school with 17 students and 6 staff members. A longstanding agreement between what was originally a privately-owned waterworks (what is now BLCSD) and BLS specified that the waterworks would provide the school with water for drinking and for fire protection. At the time of the agreement, a 2.5-inch PVC pipe was installed between the BLCSD well site and the school. This was done informally without proper permits, inspections, or government oversight. BLCSD has two 5,000-gallon plastic storage tanks at the well site.

Current and Past Compliance Issues:

The current 2.5-inch PVC pipeline serving the school has had multiple major breaks, which has caused school days to be cancelled. The pipeline was installed without following Waterworks Standards. Storage capacity at the site is also deemed inadequate.

Need for Technical Assistance:

RCAC will assist Big Lagoon CSD to complete and submit a Drinking Water State Revolving Fund (DWSRF) Planning Financing Application that will address replacement of the 2.5-inch pipeline serving the school with the goal of ensuring that reliable drinking water is available to the school.

B. Summary of Proposed Deliverables and Activities

No.	Task	Notes and Details Regarding Related Activities	Lead TA Provider staff/consultant(s)	Deliverable & Due Date	Budget ¹
1	Perform Needs Assessment and Prepare Work Plan	Hold kickoff meeting and prepare meeting notes. Identify scope, deliverables, schedule, and budget; solicit and review proposals from team members. Prepare work plan.	Mila Kulikov	Complete	\$1,819
2	Negotiate/Establish contract	RCAC will assist in the selection of an engineer for planning phase engineering services and will conduct interviews and draft Letter of Intent to hire consultant.	Mila Kulikov	Letter of Intent-12/31/2021	\$2,273
3	Prepare and Submit DWSRF General Package	<ul style="list-style-type: none"> • RCAC will work with community to develop/compile documents, maps, agreements, etc. required for General Package. • RCAC will prepare the DWSRF General Package and submit through FFAST 	Mila Kulikov	General Package-02/28/2022	\$1,819
4	Technical Package – Scope of Work (SOW)	RCAC will work with the selected engineering consultant to develop planning level: <ul style="list-style-type: none"> ▪ Scope of planning or design work ▪ Budget ▪ Schedule (including specific deliverables and submittal dates) 	Mila Kulikov & Engineering Consultant	Technical Package SOW-03/31/2022	\$4,273

No.	Task	Notes and Details Regarding Related Activities	Lead TA Provider staff/consultant(s)	Deliverable & Due Date	Budget ¹
5	Prepare and Submit DWSRF Planning Application	<ul style="list-style-type: none"> RCAC will work with community to develop/compile documents, maps, agreements, etc. required for completing remaining packages of the Planning Application. RCAC will then prepare the complete DWSRF planning application and submit through FFAST 	Mila Kulikov	Completed Application Packages- 08/31/2022	\$4,700
6	Provide Post-Application Support	Assist with any follow up items on the application after submission, including assistance with construction financing agreement	Mila Kulikov	Post Application Support- 12/31/2022	\$1,819

¹ Budget may be shifted between tasks upon written approval from the State Water Board Project Manager.

C. Total Budget (direct costs, including fringe)¹

Budget Category	Total Amount Requested
Personnel	\$ 13,640
Expenses and Supplies	\$ 200
Equipment (>\$5,000)	\$ -
Travel	\$ 863
Professional and Consultant Services	\$ 2,000
Contingency ² (10%) <i>Planning Project Only</i>	\$ -
Total Costs	\$ 16,703

¹ Costs may be shifted between line items upon written approval from the State Water Board Project Manager. Any costs exceeding the total amount requested will require an amendment to this work plan.

² Use of contingency budget will require written approval from the State Water Board Supervising Engineer.

Budget Assumptions:
None.

D. California Environmental Quality Act (CEQA) Certification

Please indicate if all the work you will implement in connection with this work plan is consistent with one of the following CEQA exemptions:

Feasibility and planning studies with no ground disturbing activities (Cal. Code Regs., Tit. 14, § 15262)

Includes information collection via pilot studies, test wells, boreholes, etc. (Cal. Code Regs., Tit. 14, § 15306)

If proposed work includes ground disturbing activities in an area(s) with a potential for environmental impacts, including riparian habitat, wetland, endangered species habitat or sensitive cultural resources areas, you must notify your GM of the nature and scope of such work and receive approval prior to commencing ground disturbing activities.



TECHNICAL ASSISTANCE (TA) WORK PLAN

RURAL COMMUNITY ASSISTANCE CORPORATION (RCAC)
AND
CALIFORNIA STATE WATER RESOURCES CONTROL BOARD

TECHNICAL ASSISTANCE TO IMPLEMENT THE SAFE AND
AFFORDABLE DRINKING WATER FUND (PROJECT)

AGREEMENT NUMBER (NO.) D1917007

TA WORK PLAN NO. 6367-A
TA START DATE: JULY 7, 2021

AMOUNT: \$16,703

Whereas through the passage of various bond acts, including Proposition 1 in November 2014 and Senate Bill 200 in July 2019, the State Water Resources Control Board (State Water Board) is authorized to make available certain general obligation bond proceeds (GO Bond Proceeds) and Safe and Affordable Drinking Water Funds (SADW Funds) for projects meeting certain criteria; and

Whereas the State Water Board has determined that this Project is eligible for certain GO Bond Proceeds and/or SADW Funds;

Therefore, the parties hereby amend the Agreement, originally executed on October 22, 2020, and incorporated herein, to add:

TA WORK PLAN NO. 6367-A (4 pages attached) **

** Entire Exhibit Added

All other terms and conditions shall remain the same.

RECIPIENT:

By: _____

Name: Ari Neumann

Title: Project Director

Date: _____

STATE WATER RESOURCES CONTROL BOARD:

By: _____

Name: Joe Karkoski

Title: Deputy Director, Division of Financial Assistance

Date: _____

NATIONAL UNION FIRE INSURANCE COMPANY OF PITTSBURGH, PA.

Executive Offices: 175 Water Street, 15th Floor, New York, NY 10038

(212) 458-5000

(a capital stock company, herein referred to as the Company)

PARTICIPATING ORGANIZATION APPLICATION FOR BLANKET ACCIDENT INSURANCE POLICY

Application is hereby made for an accident insurance policy based on the following statements and representations:

1. Identification of Policyholder:

Name of Policyholder: Group Insurance Trust (Delaware)
Address of Policyholder: BNY Mellon Trust of Delaware, as Trustee
301 Bellevue Parkway, 3rd Floor
Wilmington, DE 19809
Attn: Corporate Trust Administration

Policy Number: SRG 0009142495

2. Identification of Participating Organization:

Name of Participating Organization: Big Lagoon Community Services District
Address of Participating Organization: PO Box 847, Trinidad, CA 95570
Participating Organization ID: 9142495.107

3. Classification of Eligible Persons:

Class	Description of Class
I	All volunteers of the Policyholder.

Number of Eligible Persons: 40

4. Participating Organization Coverage:

A. **Covered Activities:** While participating in Participating Organization sponsored and supervised volunteer activities, including direct travel to and from said activities.

B. Benefit Schedule:

CLASS I

Plan 2

Accidental Death Benefit

Maximum Amount: \$100,000

Accidental Dismemberment Benefit

Maximum Amount: \$100,000

Accident Medical Expense Benefit

Overall Accident Medical Expense Maximum Amount: \$250,000

Dental Maximum Amount per tooth: \$250 per accident

Note: Expenses charged to the maximum for the above Dental services per tooth are also subject to the Overall Accident Medical Expense Maximum Amount shown above.

Coma Benefit

Maximum Amount: \$100,000

Home Alteration and Vehicle Modification Benefit

Maximum Amount: \$25,000

Rehabilitation Benefit

Maximum Amount: \$25,000

The Maximum Amounts are used to determine amounts payable under each Benefit. Actual amounts payable will not exceed the maximums, and may be less than the maximums under circumstances specified in the Policy.

Aggregate Limit: \$1,000,000

C. Participating Organization Riders and/or Endorsements:

The following Riders and/or Endorsements are attached to and made part of the Participating Organization's coverage under the Policy as of the Participating Organization Effective Date. Each Rider and/or Endorsement is subject to all provisions, limitations and exclusions of the Policy that are not specifically modified by the Rider and/or Endorsement.

CLASS I

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FORM NO.	DESCRIPTION
S30549DBG-CA (Rev. 11/10)	Accident Medical Expense Benefit Rider
C11710DBG-CA	Participating Organization Endorsement
C11701DBG	Coma Benefit Rider
C11716DBG	Subrogation and Right of Recovery Endorsement
C11704DBG (Rev. 10/08)	Excess Benefits Rider

S30399DBG-CA	Injury Definition and Exclusions Amendatory Endorsement
S30612DBG-CA	Amendatory Endorsement for Domestic Partners
89644 6-13	Economic Sanctions Endorsement
U40016	Civil Unions/State Registered Domestic Partnership Endorsement
S30560DBG-CA	Home Alternation and Vehicle Modification Benefit Rider
S30569DBG	Rehabilitation Benefit

5. **Premiums:**

It is hereby agreed and understood that the premium amounts, and the manner in which premiums are due and payable, are as follows:

\$350.00 based on a rate of \$8.00 per volunteer per year for Plan 2, for the Policy term.

6. **Participating Organization Effective Date:** October 16, 2021
7. **Participating Organization Termination Date:** October 16, 2022

Signed for the Participating Organization

Title

Date

Signed by Licensed Resident Agent
(Where Required by Law)